

Campbell County Public Library Board of Trustees Meeting  
January 19, 2010

The regular meeting of the Library Board of Trustees was held on Tuesday, January 19, 2010 at the Main Library in Rustburg, Virginia.

Present: Betsy Keaton, Chairman  
Ernest Bender  
Ricky Jones  
Virginia Laughlin  
Joe Lunsford  
Steve Shockley (non-voting)

Absent: Charlotte Lane  
Frank Lukanich

Library staff present (non-voting)  
Nan Carmack, Library Director  
Coralee Tuck, Deputy Director  
Lyne Geho, Secretary

**Call to Order**

The Chairman, Betsy Keaton, called the meeting to order at 5:35 p.m.

**Approval of Minutes**

On a motion by Ernest Bender, seconded by Joe Lunsford, previously submitted minutes from the November 16, 2009 meeting were approved.

Aye: E. Bender, R. Jones, B. Keaton, V. Laughlin, and J. Lunsford

Nay: None

**Library and Literacy Expenditures**

On a motion by Ernest Bender, seconded by Virginia Laughlin, previously submitted library and literacy expenditures for the month of November and December 2009 were approved.

Aye: E. Bender, R. Jones, B. Keaton, V. Laughlin, and J. Lunsford

Nay: None

**New Board Member**

Nan Carmack welcomed Steve Shockley, Board of Supervisor representative from the Sunburst District. Mr. Shockley is an avid supporter of the Timbrook project and we are pleased to have him serve on our board. Mr. Shockley replaces Mr. Rosser who is currently serving as Chairman of the Board of Supervisors.

**Water Damage Update**

Nan reported in November that the main library sustained water damage in several locations due to driving rains and leaking pipes. Nan compiled a list and the damage came to \$6,000. The county insurance has a \$1,000 deductible and the damage from the rain is not covered. Damage from the leaking pipe amounted to \$1,037 so the insurance company will cover \$37. Nan suggested Rona Johnson-Davis have the county attorney look over the insurance policy. Public Works helped with the clean up. The carpet by the window will need to be cleaned again as it still has an odor.

**Rustburg Closure for Re-organization**

In November, the Board of Trustees voted to close the main library to the public on December 21-23, 2009 in order to re-organize the adult section. The staff worked hard to accomplish this, but when we reopened we still had some books to put on the shelves. The books are now in a more logical order and it will be easier for our patrons to locate them. We still need to redo the signage on the shelves and pack up the discarded books that have not circulated in 5 years.

**Barnes and Noble Bookfair**

Nan reported that we raised \$450 at our Barnes and Noble Bookfair on December 5, 2009. This money will go into the book budget.

**County Budget Schedule FY 10-11**

The Capital Improvement Budget is due on January 29. We have nothing at this time. All of our projects (removing arches at Rustburg, putting snow guards on the roof above the front door at Rustburg, painting and new carpet at Rustburg, and the Timbrook project) have been moved to a future date due to the economic downturn. Nan is still concerned about the safety issues regarding the crumbling arches and the snow sliding off the roof at the front door of the main library. She got an estimate to build a sunroom after the arches are removed. The quote was \$55,000 and this would need to come from donations. Hopefully the county would pour the concrete slab necessary for this project. The Operations Budget is due on February 11. Our Budget review is scheduled for March 9 with the Budget Committee.

**Priorities and Initiatives FY 10**

Nan Carmack distributed the current Priorities and Initiatives and Ongoing Responsibilities of the library. A new ongoing responsibility is to provide information access, both for research and recreation, to Campbell County citizens, through digital, print and electronic materials. Four new Priority 1 Initiatives were added this year. They are to evaluate staffing levels and work flows to identify redundancies and propose

solutions to library board, to measure usage patterns of public and refine service provision accordingly, to work with Library Foundation to have County reimbursed for upfront costs for fundraising on the Timbrook facility and to develop a PIO and schedule for next steps based on committed funding for Timbrook facility. One new Priority II Initiative was added this year. It is to evaluate needs for and create continuing education requirements/skill sets for frontline staff and branch managers to meet unique needs of library patrons.

### **CCPL Foundation/Capital Campaign**

The Foundation is hosting support of applying for Big Read Grant. They chose the book *Fahrenheit 451*. They are targeting non-readers and have developed some innovative things on the internet. The Foundation was awarded \$3,500 from the Greater Lynchburg Community Trust for a mobile computer lab. A woman who read about this award in the newspaper came to Coralee Tuck and offered to volunteer with the computer lab. The Senate approved \$500,000 for the Timbrook project from the Department of Housing and Transportation. Their next step is for President Obama to approve it. We are not sure if there will be any restrictions to this money. The Foundation plans to hold a press conference when we actually receive the money. Mr. Shockley and Mr. Falwell held a meeting at the Timbrook Library for the community to ask questions about the Timbrook project. Citizens could get the facts and give their input. Mr. Shockley was pleased with how the meeting went. The Foundation is prepared to pay back the \$99,460 the county loaned them to begin fundraising for the Timbrook project. Coralee reported that a high percentage of donors have honored their pledges even in this economic downturn.

### **Volunteer Update**

Coralee reported on statistics from July 1 through December 31. We currently have 51 regular volunteers in 3 branches. We had 26 volunteers for special projects. The computer tutors have made 75 assists. In 6 months, we had 932 volunteer hours that have been assigned a monetary value of \$7,600. We are pleased at how neat our library is looking because of the work of our volunteers. Coralee has two interviews this week for volunteers at Patrick Henry.

### **Closed Session**

In accordance with section 2.1-334.A.1, Code of Virginia, on a motion by Joe Lunsford, seconded by Ernest Bender, the Board entered in Closed Session at 6:10 p.m. for the purpose of discussing personnel issues.

Aye: E. Bender, R. Jones, B. Keaton, V. Laughlin, and J. Lunsford

Nay: None

**Return to Regular Session**

On a motion by Joe Lunsford, seconded by Ernest Bender, the Board returned to regular session at 7:03 p.m.

Aye: E. Bender, R. Jones, B. Keaton, V. Laughlin, and J. Lunsford

Nay: None

They adopted the following resolution:

**Certificate of Closed Session**

WHEREAS, the Campbell County Public Library Board of Trustees had convened a closed meeting on the date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act, and

WHEREAS, Section 2.1-334.A of the Code of Virginia requires a certification by the Campbell County Public Library Board of Trustees that such a closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the Campbell County Public Library Board of Trustees hereby certifies that, to the best of each members' knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the motion convening the executive meeting were heard, discussed, or considered by the Campbell County Public Library Board of Trustees.

The roll call was:     Aye: Bender  
                          Aye: Jones  
                          Aye: Keaton  
                          Aye: Laughlin  
                          Aye: Lunsford  
                          Aye: Shockley

Absent during the meeting: Lane  
                                  Lukanich

**Next Meeting**

The next meeting will be held on Tuesday, February 16, 2010 in the programming room at the Rustburg Library at 5:30 p.m.

**Adjournment**

There being no further business, on a motion by Virginia Laughlin, seconded by Joe Lunsford, the meeting was adjourned at 7:05 p.m.

Respectfully submitted,

*Lyne Geho, Secretary*

*Nan Carmack, Director*

Approved by the Library Board of Trustees on February 16, 2010