

**Bristol Public Library**  
**Board of Trustees Meeting**  
 November 20, 2014  
 701 Goode Street  
 Bristol, VA

Carl Williams, Vice-President, called the meeting to order at 4:30 p.m. A quorum was NOT present. Members and staff were welcomed.

**Actions Taken:**

**Actions outstanding:**

- Approve minutes of October 16, 2014 meeting
- Approval of Policy on Policy Review
- Election of Board Secretary
- Evaluation narrative
- Facilitator for Strategic Planning
- Parking
- Approval of Policy on Public Comments
- Approval of Policy on Scheduled Community Assessments

**Next meeting:** December 18, 2014, 4:30 at Main

|   | <b>Board of Trustees</b>       |   | Kayla McCracken                  |   | <b>Holston River Regional Staff</b> |
|---|--------------------------------|---|----------------------------------|---|-------------------------------------|
| x | Thomas Bowers                  | x | Walter Morton                    |   | Nancy Roark, Regional Director      |
|   | Gayle Brown, Secretary         | x | Carl Williams, Vice-President    | x | Amy Kimani, Assistant Director      |
|   | Lori Byington                  |   | Katherine Wilson-Thompson        |   | <b>Guests</b>                       |
|   | Eric Cuddy                     |   | <b>Library Staff</b>             |   |                                     |
|   | Margaret Feierabend, President | x | Jud Barry, Executive Director    |   |                                     |
| x | Ed Harlow, Treasurer           | x | Brenda Dunn, Secretary of Record |   |                                     |
| x | Archie Hubbard                 | x | Doris Stickley, Marketing        |   |                                     |
|   | Paxton Huffman                 | x | Karen Gaylor, ALL Coordinator    |   |                                     |
| x | Jaime Johnson                  |   |                                  |   |                                     |

No business was conducted due to lack of a quorum.

**Treasurer's Report:** Ed went over the Finance Committee minutes as handed out (on file). He reported the budget numbers were on target, and our credit card policy is strong.

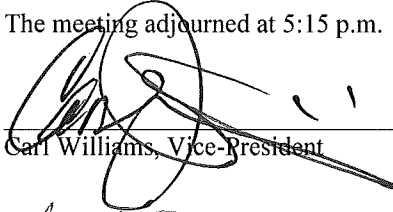
**Executive Director Report:** As emailed (on file). Jud added in response to Margaret's question about what other libraries to for IT was some have in house IT, some use city IT, some outsource IT, and HRRL has IT that goes out to help smaller library systems. He recommends we get quotes for outsourcing the IT services and also interview the best candidates from the applications we have received. Archie stated having someone on site for the daily stuff was probably the best. Jud asked that everyone review the strategic plan outline included in the packet. He stated the next step would be a draft of the plan from the Executive Committee which meets on December 3, 2014. Jud reported the meeting planned for November 21 concerning A.L.L. has been cancelled due to a lack of responses. Jud reported he will be an attending meeting at 620 State at noon on Monday concerning the homeless issue. He stated the Library security does a good job of handling the issue. Archie added there will be downtown patrols soon. Jud added a day shelter would help with the problem.

**Holston River Regional Library Report:** Amy went over the report as emailed (on file). Amy stated she is still available to show members how to download READs on their devices whenever they would like to schedule her.

**Information:** In keeping with the tradition started by Margaret, Ed read a poem about his early years that he had written as part of the share something about yourself or what you are reading. Karen reported A.L.L. now has 9 students in the Chinese to English class started in October. They also have several Spanish students.

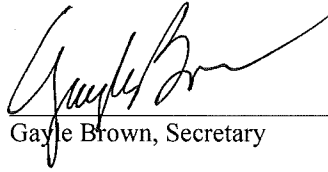
Next meeting will be December 18, 2014 at 4:30 p.m. at Main.

The meeting adjourned at 5:15 p.m.



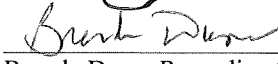
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Carl Williams, Vice-President



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Gayle Brown, Secretary



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Brenda Dunn, Recording Secretary