

**Bristol Public Library**  
**Board of Trustees Meeting**  
December 15, 2011  
701 Goode Street Bristol, VA

Emily O'Quinn, President, called the meeting to order at 4:40 p.m. No quorum present. Staff was welcomed.

Trustees present: Margaret Feierabend, Ed Harlow, Megan Hopkins, Beth Muncy, Emily O'Quinn, and Mike Parker.

Trustees absent: Beverly Bowers, Gayle Brown, Erin Downs, Joyce Kistner, Pete Lauzon, Alex Thompson, and Katherine Wilson-Thompson.

Library staff present: Jud Barry, Executive Director; Brenda Dunn, Administrative Assistant; Pam Neal, Teen Librarian; Christian Trombetta, Digital Services Librarian.

Library Foundation staff present: Anita Machado, Executive Director; Sarah Hutchinson, Marketing Director (left after taking a group picture of the Board)

Watauga Regional Library staff present: None.

Guests present: None.

**Approval of Minutes:** The November 17, 2011 minutes were not approved due to lack of a quorum.

**Treasurer's Report:** Jud reported the Finance Committee had met with the auditors yesterday and the library received a good audit and were able to add to our fund balances. Also, we are changing the way e-rate reimbursement will be reported. This reimbursement takes place more than a year after the money is spent, but gives us an 80% discount on our bandwidth.

**Unfinished Business: Approval of Policy Revisions Relating to Alcohol:** Tabled until the next meeting due to lack of a quorum.

**New Business:** None

**Strategic Plan Focus: Young Adult Programming:** Pam Neal went over her notes (as handed out). She reported the program has increased from one book club with 8 members to four books clubs with 54 members and each club averages reading one book per month per club. She stated she teaches them a lesson with each book read, even though they might not realize this. Jud handed out a sheet showing the check-out statistics for the young adult section for November (on file) showing percentage of the collection being used and the turnover rate for each. He noted if you used this for the books clubs the turnover rate would be nearly twice that of the books in the collection. Margaret stated that the program *First Book* may be able to help provide books. This program targets people in poverty. Beth was excited by the report and stated we are reaching a population that doesn't read much and is helping improve their comprehension and will improve their test scores. Jud added that the program is a success.

**Executive Director's Report:** As emailed (on file). He also showed the print from the Bristol Rhythm and Roots Reunion that the artist (P. Buckley Moss) presented to the library.

**WRL Report:** None.

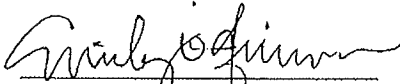
**Information: Friends of the Library Report:** None.

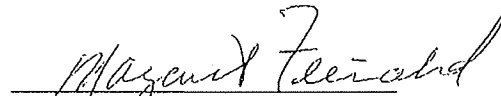
Sarah handed out the Foundation Annual Report. Anita stated the Annual Reports being mailed out would also include a pledge card.

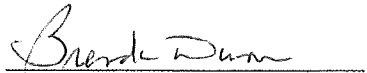
Jud added he would be sending email to members to determine which date to use for a joint meeting of the two city councils sometime in mid-January at lunch time. He already has two dates that have been agreed upon to use.

The next board meeting will be on January 19, 2012, at 4:30 p.m. at the Avoca Branch.

The meeting adjourned at 5:08 p.m.

  
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Emily O'Quinn, President

  
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Margaret Felerabend, Secretary

  
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Brenda Dunn, Recording Secretary