

Bristol Public Library
Board of Trustees Meeting
May 16, 2012
701 Goode Street Bristol, VA

Pete Lauzon, President, called the meeting to order at 4:35 p.m. A quorum was present. Everyone was welcomed.

Trustees present: Beverly Bowers, Gayle Brown, Margaret Feierabend, Ed Harlow, Rita Hawkins, Jessica Harosky, Julian Hernandez, Pete Lauzon, Walter Morton, Emily O'Quinn, and Katherine Wilson-Thompson.

Trustees absent: Joyce Kistner and Drew Murray.

Library staff present: Jud Barry, Executive Director; Brenda Dunn, Administrative Assistant; Janice Hoelscher, Circulation Supervisor; Susan Wolfe, Avoca Branch Librarian.

Library Foundation staff present: None.

Holston River Regional Library staff present: Amy Kimani, Assistant Director.

Guests present: Trish Kaffenberger, Ground Floor Revisions Design Committee.

Approval of Minutes: The minutes of the April 18, 2013 meeting were approved as emailed (Ed, Katherine).

Treasurer's Report: Ed went over the Finance Committee minutes as handed out (on file). Discussion followed about the cost of bringing the newspaper microfilm up to date.

Unfinished Business: Trish Kaffenberger went over the proposed plans (on file) for the redesign of the ground floor and moving ALL upstairs. She stated the project could be done in three phases with the first phase being the relocation of ALL. Phase two would be moving the Teen section and adding walls, and phase three would be the coffee bar and redesign of the Reference desk area and adding a wind break wall in front of the downstairs entrance. Construction costs of phase one \$110,000, of phase two \$130,000, and of phase three \$75,000 to \$100,000. Total projected cost of all phases would be around \$325,000, which does not include the costs of furnishings. Discussion followed. Jud asked the Board to approve the concept so he could take it to the Foundation Board at their meeting on Monday. He added this would let the Fundraising Committee be able to get to work and begin fundraising by the time school starts. Ed expressed the need for a comprehensive plan showing what we are doing and defining each step. Margaret stated we have most of this in the white paper it just needs to be put together and the Tech part added. Emily expressed concern about any further costs until the fundraising is in place. We need to know from the Foundation what the fundraising plan is, what is happening with staffing, what the plan is for supporting this project, and their transition plan. Margaret asked about having a called joint meeting of the Library and Foundation boards. Trish stated she would assist in any way she could. The Board approved the concept of the plans from the Design Committee (Julian, Margaret).

New Business: None.

Policy Review – Gifts: Jud stated the policy only relates to Library materials donated and was for review only with no action needed.

Strategic Plan Focus - Board Retreat: Jud stated the retreat would be to review the Strategic Plan. He suggested a Saturday in June for three or four hours, maybe on the 8th or 15th. The plan is on the Board website. Doris Stickley from the Library staff will be the facilitator. Jud will send out a Doodle poll to see what date will work best for everyone.

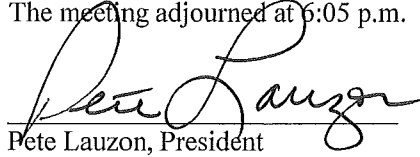
Executive Director's Report: (Report on file as emailed).

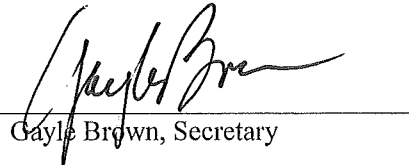
HRRL Report: Amy went over part of her report as handed out (on file).

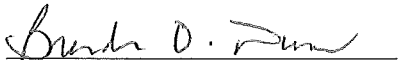
Information: Jud invited everyone to attend the ALL graduation at 7:00 p.m. at the Slater Center. Margaret will be the Keynote Speaker. Margaret asked when the Volunteer of the Year is recognized. Jud stated this has been done at different times.

The next Board meeting will be on June 20, 2013, at 4:30 p.m. at Main.

The meeting adjourned at 6:05 p.m.


Pete Lauzon, President


Gayle Brown, Secretary


Brenda Dunn, Recording Secretary