

**Bristol Public Library**  
**Board of Trustees Meeting**  
November 21, 2013  
701 Goode Street Bristol, VA

Pete Lauzon, President, called the meeting to order at 4:33 p.m. A quorum was present. Everyone was welcomed.

Trustees present: Gayle Brown, Margaret Feierabend, Ed Harlow, Paxton Huffman, Pete Lauzon, Walter Morton, Katherine Wilson-Thompson, and Carl Williams.

Trustees absent: Julian Hernandez, Drew Murray, and Emily O'Quinn.

Library staff present: Jud Barry, Executive Director; Brenda Dunn, Administrative Assistant; Susan Wolfe, Avoca Branch Manager.

Holston River Regional Library staff present: None.

Guests present: None.

**Approval of Minutes:** The minutes of the October 17, 2013 meeting were approved as emailed (Katherine, Ed).

**Treasurer's Report:** Ed went over the Finance Committee minutes as handed out (on file). Ed reported the audit for FY13 was good, with the only finding being for the Foundation. Katherine had asked last meeting about fines collected in FY13, the budget was \$42,000 and \$42,178 was collected.

**Unfinished Business:** None.

**New Business: Interior Revisions Funding Proposal:** Jud went over the Schedule showing details of the BPL Foundation proposal for lending the money for the Interior revisions project (on file). The schedule showed two options, one paying the Foundation interest for the loan and one just paying the loan. Discussion followed. The Executive Committees need to get together to work out a timeline to get things moving, to discuss not paying interest on the loan, and what the procedure would be for requesting money if other funds were needed during the loan period. Margaret added educational materials were needed for fundraising, and to take to both City Councils to get them on board. Ed agreed that any opportunity you had to update the council was valuable at budget time. Pete was to try and set up a meeting between the Library and Foundation Executive Committees.

**Strategic Plan Review: Geek the Library:** Jud handed out a Fact sheet, Talking points, and a Geek the Library Marketing Plan. He added this program is to bring community awareness on the vital role of public libraries and raise awareness about the funding issues libraries face. Doris Sticklely will be organizing our Geek the Library program and he asked that everyone think about what they Geek and be prepared to help make the project a success. Geek will start with the Staff and Teens first and then the Library Board and the Community.

**Executive Director's Report:** As emailed (on file). Jud went over the Maintenance of Effort at the Bristol Public Library sheet as handed out (on file). He pointed out the importance of funding remaining at least at the prior year level to keep the current services we receive from both Virginia and Tennessee. Failure to meet MOE would mean a loss of Virginia State Aid (which pays for the collection) and all services (online catalog, circulation system, courier delivery and e-books) in Tennessee. The only exception would be if all city departments were cut at the same level. Loss of these services would be a disaster for the Library.

**HRRL Report:** Emailed (on file).

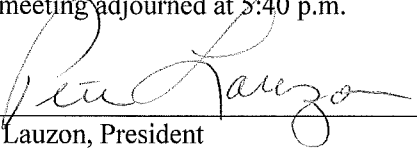
**Information:** Margaret reported she had taken a picture of an information center at a Library she visited. It was a 3 or 4 sided carousel display of brochures. She recommended we talk with the Visitor's Center, Believe in Bristol, etc. to get local items for a display. Susan reported she has been in contact with these groups and the Chamber and we will be able to get what we need from them. Margaret stated that there may be grant money available to get this started.

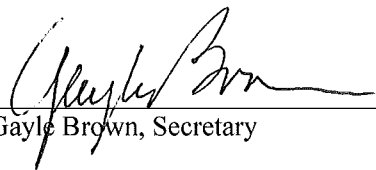
Ed asked if we would meet in December. Margaret stated we may need to depending on whether the Executive committees meet. No one was sure if email or conference call voting was allowed by the By-Laws. Jud was to check with the Library of Virginia on this.

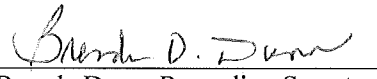
Gayle reported the Program Committee would not meet in December.

The next Board meeting will be on December 19, 2013, at 4:30 p.m. at Main.

The meeting adjourned at 5:40 p.m.

  
Pete Lauzon, President

  
Gayle Brown, Secretary

  
Brenda Dunn, Recording Secretary