

Bristol Public Library
Board of Trustees Meeting
October 17, 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, Drew Murray, Katherine Wilson-Thompson, and Carl Williams.

Trustees absent: Rita Hawkins, Julian Hernandez, and Emily O'Quinn.

Library staff present: Jud Barry, Executive Director; Brenda Dunn, Administrative Assistant; Joyce McCracken, Building Manager; Jeanne Powers, Adult Services Librarian; Doris Stickley, Marketing; Christian Trombetta, Digital Services Librarian; Susan Wolfe, Avoca Branch Manager.

Holston River Regional Library staff present: Nancy Roark, Director.

Guests present: Lisa and Olivia Hancock, Library Patrons.

Special Presentation: Jud introduced Lisa and Olivia Hancock. He stated Lisa had written a very nice letter about a member of the staff and wanted to read it to the Board in recognition of her. Also, that she had arranged and paid for the Library to have a table at the Women's Expo. Lisa gave a brief overview of her experiences at the Library and read her letter about Jeanne Powers (on file). She also stated Jeanne was a "warm inspiration to the Reference desk" and always goes above and beyond her job. Olivia read an essay written by her after she shadowed Jeanne for a day (on file). Lisa also gave Jeanne a photo album for her kitty pictures and a quilt with a cat theme. Jud presented Jeanne with a certificate of appreciation for all she does. The meeting took a short break at 4:50 p.m. for cake and punch and reconvened at 5:00 p.m. Pete thanked Lisa and Olivia for the presentation and the food.

Pete introduced Paxton Huffman, the new teen representative, who is a freshman at Virginia High School. She comes as a nomination from Pam Neal, the Young Adult Librarian, second by Margaret and approved by members. Jud will follow up with Paxton for orientation.

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

Treasurer's Report: Ed went over the Finance Committee minutes as handed out (on file). Katherine asked if the \$42,000 for fines was last year's amount collected. Ed reported the Committee would be talking about fines and overdue materials at the next meeting.

Unfinished Business: None.

New Business: None.

Strategic Plan Review: Jud went over the plan as handed out at the meeting (on file). He asked that members ask questions now and we would talk about it more at the next meeting. He also asked that they fill out the rating sheet at the end of the review. Funding: Goal 1: Ed asked when the budget process starts? Jud stated February and we begin by looking at whether or not the city is giving salary increases. Both Margaret and Ed recommend getting the budget done earlier, especially the capital requests. Goal 2: Ed stated that formal presentations to the council were very, very, very important. Margaret agreed and added that Susan is always

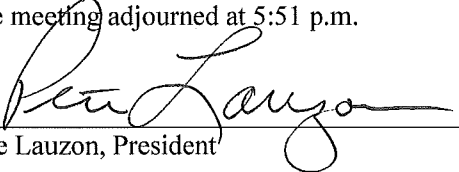
at council meetings to update them on Avoca. Goal 3: Pete asked if the Foundation had expressed that they were not interested in fundraising and Jud reported they had. Programming: Goal 1 and Goal 2: Margaret stated where it says need additional staffing needed, may need to contract that out, some may not be that difficult with low level evaluation. We may be able to build some relationships with King University or ETSU to have an intern to help with this. Jud added the draft of the new standards for the State of Tennessee will require all libraries to do an image evaluation. Internal Organization Development: Goal 2: Jud called attention to the accountability chart that was handed out (on file). Goal 3: He will be asking all staff members to do one hour per week of continuing education through the State Library's Webjunction site. He asked that members think about these things and bring back their primary concerns and suggestions to the next meeting. He asked that they prioritize the goals on the rating sheet and leave it on the table.

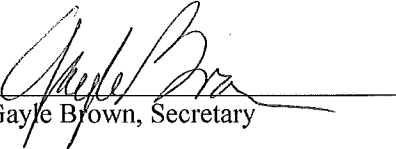
HRRL Report: Nancy stated she hopes that all her email addresses were correct as they have revamped the way they report (emailed and on file) and added the State Library is now paying for Courier service three days a week. She reported that the Courier service needed an additional hub to sort items for delivery and stated HRRL's appreciation of Bristol Public for stepping up to allow them to use space in their workroom area. She asked that members look over the State Standards for Public Libraries as emailed and send feedback to Chuck Sherrill. She added he hopes to tie some rewards for libraries that meet the Standards.


Information: Jud reminded everyone the next monthly meeting will be at Avoca. The next health series meeting will be on End of Life issues and Advanced Medical Directives. Nancy added she would talk to the Secretary of State tomorrow to see if a Foundation commitment would be sufficient to apply for Construction grant funds.

The next Board meeting will be on November 21, 2013, at 4:30 p.m. at Avoca.

The meeting adjourned at 5:51 p.m.


Pete Lauzon, President


Gayle Brown, Secretary


Brenda Dunn, Recording Secretary