

**Bristol Public Library
Board of Trustees Meeting
July 19, 2018
701 Goode Street
Bristol, VA**

Gloria Oster, President, called the meeting to order at 4:01 p.m. A quorum was present. Board members, library staff, and guests were welcomed to the meeting.

Actions Taken:

- Approval of minutes for June 21, 2018.
- Approval of Strategic Plan.
- Approval of Jones Creativity Center Conduct Policy.

Actions Outstanding:

- Approval of Naming Policy.

Next regular board meeting: August 16, 2018, at 4:00 p.m. at the Bristol Public Library.

	Board of Trustees	x	Carl Williams		
	Thomas Bowers, Treasurer	x	Jack Young		Holston River Regional Staff
x	Paul Conco, Vice-President		Library Staff	x	Nancy Roark, Regional Director
x	Steven Gobble	x	Amy Kimani, Exec. Director		Whitney Nelson, Assistant Dir.
x	Jonathan Harden	x	Brenda Dunn, Admin. Assistant		Sarah Egan, Admin. Assistant
	Neal Osborne	x	Jeanne Powers, Ref. Librarian		Guests
x	Gloria Oster, President	x	Brenda G'Fellers, Assistant Dir.	x	Gayle Brown, Library Foundation
	Rielly Self	x	Ambrea Johnson, Assistant Dir.		
x	Christian Trombetta, Secr.		Joyce McCracken, Building Mgr.		
x	Tre Webb		Christy Lunsford, Avoca Branch Mgr.		

Approval of Minutes: The minutes for the meeting of June 21, 2018, were approved. Motion made by Paul, seconded by Carl; all in favor.

Public Comment: None.

Warm-Up: Gloria welcomed Steven Gobble to the Board of Trustees, and introductions were made around the table.

Unfinished Business: Strategic Plan: Amy presented the completed strategic plan to the board of trustees. Christian suggested a slight rewording on the section titled "Marketing," while Paul inquired if the board could have access to a "dashboard" that would allow them to see goals as they were accomplished. Amy will try to create a monthly update that will reflect remaining and accomplished goals. Motion made by Paul, seconded by Jack to approve strategic plan with Christian's suggested corrections; all in favor.

Friends of the Library Update: The Friends of the Library planned to meet on July 13, 2018, at 3:30 p.m. in the Frances Kegley Conference Room; however, they decided to reschedule their meeting to July 24 in the conference room at 3:30 p.m. Amy and Ambrea will give a full report at the next board meeting.

Executive Director Report: As emailed (on file). Amy reported on her visit to the American Library Association Annual Conference in New Orleans. She said it was a wonderful event, which offered great informational sessions and workshops for library staff, and Nancy commented that it's a priceless experience for librarians.

Amy also reported she completed her last run with the book bus this week in Tennessee, and will continue with the "Book Jeep" in Virginia until the end of July. She will have numbers from the book bus projects available at the next Board of Trustees meeting.

Gloria asked about "Raspberry Pi" mentioned in the LSTA Tech Grant. Amy explained the device is like a small computer and allows for experimenting with electronics, which TJ hopes to include in future JCC projects. Additionally, Gloria noted the library has received a Community Development Block Grant from the City of Bristol, Virginia, and Amy reported the library just received the Virginia Literacy Foundation grant.

Teen Report: No report. Gloria looked at Amber's report of teen activities, and applauded the Teen Library for having so many wonderful programs. Amy also noted that Amber is currently working on finding a new teen representative from Bristol, Tennessee, since Braden Lay graduated this summer.

Treasurer's Report: As emailed (on file). Amy reported the Finance Committee did not have a quorum during their meeting, thus they have no votes or recommendations to submit to the board. Jack inquired about the RFP for construction at the library; Amy reported the RFP was cancelled, but the process will be restarted shortly.

Executive Committee: Gloria reported the Executive Committee did not meet; she also reminded the board that the auditors will be at the library on Monday, July 23.

New Business: JCC Conduct Policy: Amy presented an updated copy of the Jones Creativity Center Conduct Policy to the board for approval. Paul made a motion to approve the policy as written, Christian seconded; all in favor.

Naming Policy: Amy presented a new policy to the board regarding the naming of rooms and areas in the library. This policy was drafted as a result of a request by the Friends of the Avoca Branch Library, who would like to name the Avoca meeting room after one of their members. Paul suggested a possible waiting period between the time of the request and the naming of the room, and he recommended including the Foundation in the decision to name rooms. Brenda reminded the board that the library can also name stacks in the library; however, she will find out more. Amy will return with an updated policy at the next meeting.

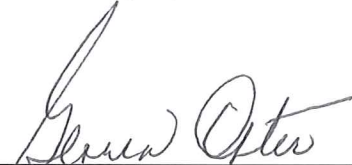
Holston River Regional Library Report: As emailed (on file). Nancy reported the Tennessee library standards have been updated and a public comment period on the library standards will be open, until August 3. She also mentioned a new grant will be available from the State of Tennessee, which will provide hotspots and one year of service to libraries. The deadline for this grant will be September 18, but Nancy will provide interested libraries with specifics.

Foundation Update: Gayle Brown reported the Foundation met on July 9. She said the Foundation board continues to work on financial structures, reviewing and revising bylaws, and re-evaluating fundraising opportunity. She noted their annual meeting is on September 8, 2018, at 3:00 p.m.

Department Reports: As emailed (on file). Gloria thanked library staff for providing excellent department reports and keeping the board updated on important library programs.

Board Member Reports and Comments: Gloria reminded her fellow trustees that the Trustee Workshop will take place at Walters State Community College on September 27. She strongly encouraged board members to participate, as it reflects well on the library and helps with acquiring grants through the State of Tennessee.

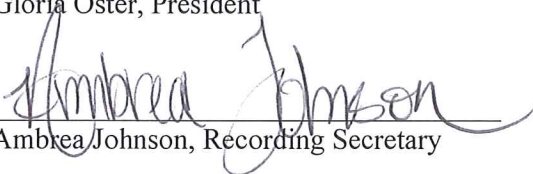
The meeting adjourned at 4:50 p.m.



Gloria Oster, President



Christian Trombetta, Secretary



Ambrea Johnson, Recording Secretary