

# DRAFT Minutes, Not Yet Approved

Galax-Carroll Regional Library  
Board Meeting Minutes  
November 19, 2018

The Galax-Carroll Regional Library Board of Trustees met on Monday, November 19, 2018, 4:30 p.m. at the Galax Public Library. **Attending** were trustees Mimi Leonard, Sarah Price, Janet Crowder, Gerald Goad, Dr. Samuel Luague, Mary Elizabeth Whartenby, regional library director Melanie Hemingway, and assistant director Trish Fore.

With a quorum present, Chairman Leonard called the meeting to order. On a motion made by Ms. Whartenby, seconded by Ms. Price, and passed by the Board, **minutes** from the previous meeting of September 17, 2018 were approved as printed. No citizens were present with items to share.

**Library expenditures for September and October 2018** were reviewed, totaling \$228,978.38, an appropriate level of spending for the first third of the fiscal year, just under 33% of the budget. Foundation investments at the end of September total \$65,518.30, showing steady progress and approved by Lincoln Financial Securities for continuance.

The **Director's Report for September through October 2018** was included in trustee meeting packets. Average circulation for both branches combined was 9,545 items per month. The print and audio-visual collection for both library branches combined now totals 71,520 items. Patron visits for both branches combined averaged 10,036 per month, with total regional library card holders at 13,835 (estimated figure, after deletion by Equinox of patrons inactive for five years).

## Other Unfinished Business

A dedicated team of staff from each branch are learning how to manage the new **website** designed by the Library of Virginia for the Galax-Carroll Regional Library. Team training and brainstorming will take place end of November, with hopes to go live with the new site by mid-to late-December.

Doug Williams on the Regional Library Foundation is contacting some roofing experts he knows to inquire about possibilities in how to fix the **Galax Public Library roof** that leaks during heavy rainstorms. The original architects of the building, Blue Ridge Enterprises from Mount Airy, may no longer be available, but Edward Lazon from the project may still be available through Design Collaborative in Virginia Beach.

## New Business

On a motion made by Ms. Whartenby, seconded by Ms. Crowder, and passed by the Board, revisions to the **Gifts Policy** were approved.

After considerable discussion, on a motion made by Ms. Crowder, seconded by Ms. Whartenby, and passed by the Board, a revision to the **Meeting Room Policy** concerning usage was approved.

On a motion made by Ms. Price, seconded by Ms. Whartenby, and passed by the Board, the **Strategic Plan 2019-2023** was approved.

The **next regular meeting** of the Library Board will be January 28, 2019, 4:30 p.m. at the Carroll County Public Library. Today's meeting adjourned at 6:15 p.m.

Respectfully submitted: \_\_\_\_\_, Secretary

Approved by the Board: \_\_\_\_\_, Chairman