

Galax-Carroll Regional Library  
Board Meeting Minutes  
January 28, 2019

The Galax-Carroll Regional Library Board of Trustees met on Monday, January 28, 2019, 4:30 p.m. at the Carroll County Public Library. **Attending** were trustees Mimi Leonard, Janet Crowder, Gerald Goad, Dr. Samuel Luague, Mary Elizabeth Whartenby, regional library director Melanie Hemingway, branch managers June Pike and Trish Fore, and youth services coordinator Sarah Largen. Library Board Trustee Sarah Price was absent.

With a quorum present, Chairman Leonard called the meeting to order. On a motion made by Ms. Whartenby, seconded by Ms. Crowder, and passed by the Board, **minutes** from the previous meeting of November 19, 2018 were approved as printed. No citizens were present with items to share.

**Library expenditures for November and December 2018** were reviewed, year-to-date totaling \$343,552.81, an appropriate level of spending for the first half of the fiscal year, under 50% of the budget. On a motion made by Ms. Whartenby, seconded by Ms. Crowder, and passed by the Board, a budget line transfer was approved in the FY 2019 Budget for \$2,200.00 no longer needed in line 5232 Computer Service to go to line 5237 Contracted Services to cover a need for additional marketing research.

The **Director's Report for November through December 2018** was included in trustee meeting packets. Average circulation for both branches combined was 8,236 items per month. The print and audio-visual collection for both library branches combined now totals 72,363 items. Patron visits for both branches combined averaged 8,890 per month, with total regional library card holders at 13,955.

**Other Unfinished Business**

A dedicated team of staff from each branch are continuing prep work on the new **website** designed by the Library of Virginia for the Galax-Carroll Regional Library. Hopes are to go live in a couple more weeks.

The **Meeting Room Policy** was considered for additional revisions. Discussion will continue next meeting.

The City of Galax Maintenance Department sent another roofer to inspect the **Galax Public Library roof** where it leaks during heavy rainstorms. The outcome of that inspection has not been shared yet.

**New Business**

Action Steps for January through May to support the **Strategic Plan 2019-2023** were presented to the Board. Additional action steps will be presented to the Board at the May meeting for May through September, and more steps at the September meeting for September through January.

**The Galax-Carroll Regional Library Foundation** has two fundraising events soon: on February 23, 11:30 a.m. at the Carroll County Public Library, "Death Ahoy" Murder Mystery Luncheon Theater; and on April 6, 7 p.m. at the Galax Rex Theater, "Spring Fling Library Thing" Concert with bluegrass by Mickey Galyean & Cullen's Bridge and old-time by Southern Pride. Each event will be \$10 per ticket, plus opportunity to purchase \$2.00 chances for a random drawing at the concert for local furniture prizes.

The **next regular meeting** of the Library Board will be March 18, 2019, 4:30 p.m. at the Galax Public Library. Today's public meeting adjourned at 6:00 p.m. The Library Board trustees stayed for a closed session.

On a motion made by Ms. Whartenby, seconded by Mr. Goad, the Board voted to enter closed session to discuss personnel matters, pursuant to the personnel exemption at Section 2.2-3711 (A) (1) of the Code of Virginia.

On a motion made by Ms. Whartenby, seconded by Ms. Crowder, the Board voted to return to open session and adjourn, certifying that the only discussion which had occurred in closed session was public business matters lawfully exempted from open meeting requirements as identified in the motion by which the closed meeting was convened.

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

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