

Campbell County Public Library Board of Trustees Meeting
September 19, 2011

The regular meeting of the Library Board of Trustees was held on Monday, September 19, 2011 at the Main Library in Rustburg, Virginia at 5:30 p.m.

Present: Ernest Bender, Chairman
Rita Clark, Vice Chair
Christine Cardoza
Betsy Keaton
Charlotte Lane
Virginia Laughlin
Joe Lunsford

Absent: Steve Shockley (non-voting)

Library staff present (non-voting):
Nan Carmack
Lyne Hoffman, Secretary

Call to Order

The Chairman, Ernest Bender called the meeting to order at 5:34 p.m.

Approval of Minutes

Ernie Bender mentioned that the need for a library is much greater in Brookneal than other sections of the county. The citizens there have no other resources. Nan will discuss advocacy later in the meeting. On a motion by Rita Clark, seconded by Christine Cardoza, previously submitted minutes from the August 15, 2011 meeting were approved.

Aye: E. Bender, C. Cardoza, R. Clark, B. Keaton, C. Lane, V. Laughlin and J. Lunsford

Nay: None

Library and Literacy Expenditures

Rita Clark questioned why the Other Professional Services line shows a negative balance. Funds for the Region 2000 consultant were expended, but the carryover from last year had not been posted. Rita also questioned why the Telephone line has only 51% remaining. The portion for the Rustburg telephone lines is removed in a lump sum at the beginning of the year rather than

monthly. On a motion by Virginia Laughlin, seconded by Betsy Keaton, previously submitted library and literacy expenditures for the month of August 2011 were approved.

Aye: E. Bender, C. Cardoza, R. Clark, B. Keaton, C. Lane, V. Laughlin and J. Lunsford
Nay: None

Trustee Review

This month, the section of the Library of Virginia Trustee Handbook for review is entitled “Responsibility for Policy-Making”. Policies are not carved in stone. Resources, communities and goals change and grow. Policies must reflect current needs and services. With the upcoming OPAC merger several policies will need to be changed to align Bedford and Campbell County policies. Policies need to reflect what we value. Sometimes it is a situation of policy vs. relationship. Staff may require the library card of a person they don’t know, while not requiring it of someone they do know even though the policy states that patrons must present their library cards to check out books. Nan thanked the board for being willing to make changes to policies as situations arise and times change.

Advocacy Opportunity-Libraries and Economic Development

Nan Carmack expressed that the library needs to retool the citizens for jobs. We are able to teach computer skills, resume writing, and online job searching so that they can become tax paying members of society. Campbell County libraries offer Learning Express which has instantly scored licensing, certification, and aptitude practice tests, online career preparation, and vital information for a wide variety of occupations. GED will be using the lower level of Patrick Henry Memorial Library for classes to recreate the workforce. An Early Literacy grant from United Way will provide early education for this generation.

In the process of buying a movie license for PHML we learned that they only have 357 active members. Nan Carmack and Coralee Tuck are currently thinking of ways to increase this number. Requiring a library card to use the computer would be an option, but we currently don’t have enough manpower for this. Nan feels that the library is a strong influence in Brookneal to promote economic recovery and social activities to improve self-worth. She again encouraged the trustees to use the website www.atyourlibrary.org to learn how to advocate for their library.

Single-Staffing

Nan presented a survey to the staff concerning how they feel about working alone on Saturday, evenings or lunch hours, how they feel about a rotational opening of branches on Saturday to allow us to have two staff members working, and how they feel about having a volunteer present during these times. Some staff felt comfortable working alone and some did not. Nan will have percentages ready to present at the next meeting. One hundred percent of the staff did not want to reduce hours the branches are open.

Annual Report

Nan Carmack distributed the 2010-2011 Annual Report. The theme is “Thinking Outside the Book”. The library is more than books. We teach computer classes, provide family programming, offer kindergarten readiness, resume development, and a variety of other

services. The annual report is distributed to the Board of Supervisors and other county officials accompanied by a letter from the library director.

Commemorative Flag

Woodmen of the World donated an American flag bearing the names of the people killed on September 11, 2001 to Staunton River Memorial Library on Friday, September 9, 2011. Firefighters, policeman, military retirees and citizens attended the presentation.

September Events Sheet

The September events sheet was distributed in the board packet to let the trustees know what events are taking place at various libraries and to encourage their involvement. Nan reported that Timbrook held their first needlework night and had 13 in attendance. Ink Magic, a six-week workshop for aspiring writers ages 9-14 has 3 participants. On October 6, 2011 there will be a panel of authors presenting different aspects of the writing profession. Nan encouraged the trustees to attend. Timbrook is experimenting with holding Babygarten and Preschool story time at the same time in different parts of the library. This seems to be working as mothers need to only come out one day.

OPAC Merger

The merger between Bedford Library and Campbell County Public Library is scheduled for October 10. This will allow these libraries to share books and materials.

Next Meeting

The next meeting will be held on Monday, October 17, 2011 at 5:30 p.m. at the Main Library in Rustburg, Virginia.

Adjournment

There being no further business, on a motion from Rita Clark, seconded by Virginia Laughlin, the meeting was adjourned at 6:15 p.m.

Aye: E. Bender, C. Cardoza, R. Clark, B. Keaton, C. Lane, V. Laughlin and J. Lunsford
Nay: None

Respectfully submitted,

Lyne Hoffman, Secretary

Nan Carmack, Director

Approved by the Library Board of Trustees on October 17, 2011