

**Bristol Public Library
Board of Trustees Meeting
April 30, 2015
Called Meeting
701 Goode Street
Bristol, VA**

Margaret Feierabend, President, called the meeting to order at 4:30 p.m. A quorum was present. Members, staff, and media were welcomed.

Actions Taken:

- Vote taken on paying bill for previous services rendered by architect, Ken Ross.
- Motion to discuss revisions to architectural plans, possibility of beginning construction in phase with the downstairs interior.
- Video on fundraising and update of project goals and milestones.

Actions outstanding:

- Possible revisions to Creativity Center plans

Next regular board meeting: May 21, 2015 at 4:30 at Main

	Board of Trustees	x	Kayla McCracken	x	Jeanne Powers, Librarian
x	Thomas Bowers	x	Walter Morton, Secretary	x	Ambrea Johnson, Staff
	Gayle Brown	x	Carl Williams, Vice-President		Holston River Regional Staff
x	Lori Byington	x	Katherine Wilson-Thompson		Nancy Roark, Regional Director
	Eric Cuddy		Library Staff		Amy Kimani, Assistant Director
x	Margaret Feierabend, President	x	Brenda Dunn, Interim Director		Guests
	Ed Harlow, Treasurer	x	Doris Stickley, Marketing	x	Aniseh Hamour, WJHL
x	Archie Hubbard	x	Karen Gaylor, ALL Coordinator		
x	Paxton Huffman		Susan Wolfe, Avoca Branch Mgr.		
x	Jaime Johnson	x	Pam Neal, Teen Programs		

Discussion of Architectural/Remodeling Plans

Board members were given the opportunity to ask questions about and discuss the architectural plans for the impending remodel of the Bristol Public Library. Tom asked questions concerning the Creativity Center and offered a recommendation for tile rather than carpet for at least one area (issue of cleanliness and cost for replacement of damaged carpet). Archie inquired about outlets for tables. Tables will not be supplied with outlets; rather, there will be charging stations for laptops that will be managed by librarians.

Margaret reported questions about the plans, which were left behind by other staff members, board members, and patrons: Where will DVDs be shelves? What will be the overall function of the reception area? Are partitions and walls finalized? What's the plan for moving materials to get the space ready for the remodel? Are there enough electrical outlets in ALL and Teen area? White board/smart board – installed or portable? Etc. One of the primary concerns, however, was security of the area behind reception and connecting hallway. Board members asked whether a door (i.e. a defined entrance) or collapsible gate should be used to define and separate employee-only areas.

Margaret suggested using a staff member and a board member to oversee the project manager, ensure minimum codes and requirements are met. This suggestion will be deliberated in further meetings with finalized suggestions for architectural details.

Vote on Paying Bill

Margaret made the motion to pay the bill for services rendered by architect, Ken Ross. Motion was seconded by Archie. All members voted in favor of paying bill.

Motion to Start Remodeling Process

Tom made the motion to begin construction downstairs with the provision that the upstairs plans for the remodel be reworked. Motion amended to begin process of revisions for the architectural/remodeling plans in order to accommodate potential "bid" for construction. Plans will be revised first, in order to secure bid for the entire project, before construction can begin (with the possibility it will occur in phases). Margaret seconded motion with all members in favor.

Fundraising Campaign

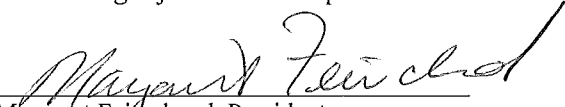
Doris provided commercial video for fundraising to the members of the board. Video is part of an effort to help raise money to pay for new teen section and Adult Learning Lab (ALL) furniture and equipment. Doris reported she has spoken with Terri Talbert and, once the board and staff decide upon the final version of the commercial video, Talbert will begin streaming it on the TN side, as well as on VA public television. Thus far, the goal to support remodeling costs is \$125,000 with a total of \$91,000 donated or committed to the project.

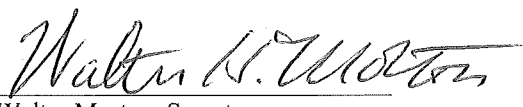
Archie stated the city is not able to support the ALL part of the educational programs for the library without the GED program. Doris reported that Bristol Public Library (BPL) is looking into partnerships to offset costs for educational programs. Northeast State Community College, for instance, received a grant for job/career preparation and BPL will be providing the space for Northeast State programs. BPL will not be recreating other community programs; rather it will be forming partnerships and focusing on making spaces adaptable for patrons and partners to use.

Additionally, Doris reported she has already spoken with news agencies for publicity for fundraising opportunities. The BPL is making a concerted effort to reach the right people, in order to reach fundraising goals. BPL will also be notified about McGlothlin Grant (possibly in December) about further support for library programs.

Information: None.

The meeting adjourned at 5:45 p.m.


Margaret Fejrabend, President


Walter Morton, Secretary


Ambrea Johnson, Recording Secretary