

**Bristol Public Library
Board of Trustees Meeting**

August 26, 2010
701 Goode Street Bristol, VA

Emily Gentry, President, called the meeting to order at ⁵4:00 p.m. A quorum was present. Guest were welcomed

Trustees present: Gayle Brown, Beverly Bowers, Erin Downs, Margaret Feierabend, Joyce Kistner, Pete Lauzon, Michael Parker, and Katherine Wilson-Thompson.

Trustees absent: Ed Harlow, Megan Hopkins, David Lee and Alex Thompson.

Library staff present: Jud Barry, Executive Director; Brenda Dunn, Administrative Assistant.

Library Foundation staff present: Anita Machado, Executive Director.

Watauga Regional Library staff present: Nancy Renfro, Director.

The meeting was conducted with the agenda and agenda items projected on screen. The board packets were emailed to Board members. This is the beginning of the Library Board's going wireless.

Approval of Minutes: The minutes of the July 15, 2010 meeting were approved as mailed (Michael, Joyce).

Treasurer's Report: Erin reported the Finance Committee met and discussed: Policies for overspending and variances by line item; how excess funds should be handled; reserve funds (how much should we have); and how to get the Capital Plan to the Cities. Jud was to see how other libraries handle these items. After board discussion, it was decided a joint meeting of both councils, with a lunch, would be the best way to proceed with the Capital Plan. Jud will contact the City Managers to get a target date (pre-January) and have a proposed agenda for the next meeting. The finance committee at an earlier meeting directed Jud to contact the city managers to see how they want the capital requests handled. Erin stated the finances were in good shape at this point.

Unfinished Business: Study and Meeting Room Policies: Study Rooms: Pete reported the Board Development Committee met and discussed this policy as well as the Meeting Room and Weapons Clause. The Board reviewed the Study Room policy. The policy was approved unanimously by members on a recommendation from the Board Development Committee which was seconded by Erin.

Meeting Room: After discussion this was postponed until the next meeting. A draft of the policy (on file) will be available on the website; board members will be able to edit the document with suggested changes.

Conduct Policy, Weapons Clause: After discussion Pete suggested an Ad hoc committee be formed to look into this further. The Committee will be Board members Emily Gentry and Gayle Brown; and Nancy Renfro, Director of the Watauga Regional Library. Erin will serve as a resource for legal information. The Committee will report at the next meeting.

Strategic Planning – Retreat Dates: Will be November 9, 2010 from 5:00-8:00, location to be determined. Emily will facilitate the meeting.

WRL Report: Nancy went over the report as handed out at the meeting (on file).

Exterior Signage: Jud recommended the quote from Tri-State Signs for \$2,780 be accepted. This includes signage for both the planter and over the lower level entrance door. This would be funded by the Library Foundation. The motion was approved unanimously (Margaret, Pete)..

New Business: Security Proposal – Workroom: Jud recommended the quote from Fleenor Security for \$1,978 be accepted. This would be funded by the Library Foundation. The recommendation was approved unanimously (Erin, Joyce).

Committee Reports: Will no longer be an agenda item. Emily reported reports will need to be written and included in the packet distributed to the board each month. Any item needing board action will be placed on the agenda under new business. Reports will need to be given to Brenda at least one week before the scheduled board meeting to be included in that months packet. Brenda will send reminders to folks who need to submit reports.

Finance: Given under the Treasurer's Report. Margaret asked that the End of the Year Summary Report given to the Committee be sent to the rest of the Board.

Board Development: Reports given in Unfinished Business.

Program: Margaret reported they had met, but had no report.

Children's: Gayle reported they will be meeting at 6:30 today.

Teen: No report.

Literacy: No report.

Exhibits: Katherine reported they met and agreed on some changes to the forms, and they plan to meet and invite the community on September 16, 2010 from 6:30-8:30 for exhibit input.

One Community/One Read: No report.

Volunteer: No report.

Executive Committee: Emily reported they will be setting up a meeting soon.

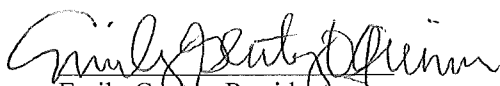
Director's Report: As mailed (on file). Jud added that LAB will be doing computer instruction for students of the Culinary School.

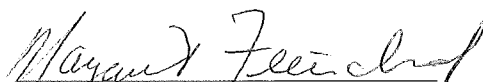
Foundation Report: Anita went over the report as handed out at the meeting (on file). She also reported a new Marketing Director has been hired, Kathryn Cole, who will be Kathryn Ragan by the next meeting. Kathryn is a Virginia High School and University of Tennessee graduate.

Friends: As handed out before the meeting (on file).

The meeting adjourned at 6:30 p.m.

The next meeting will be on September 23, 2010, at the Main Library.


Emily Gentry, President


Margaret Feierabend, Secretary