

Bristol Public Library
Board of Trustees Meeting
March 21, 2012
701 Goode Street Bristol, VA

Pete Lauzon, President, called the meeting to order at 4:30 p.m. A quorum was present. Everyone was welcomed.

Trustees present: Beverly Bowers, Gayle Brown, Margaret Feierabend, Ed Harlow, Jessica Harosky, Julian Hernandez, Joyce Kistner, Pete Lauzon, Walter Morton, and Katherine Wilson-Thompson.

Trustees absent: Rita Hawkins, Drew Murray, and Emily O'Quinn.

Library staff present: Jud Barry, Executive Director; Brenda Dunn, Administrative Assistant; Joyce McCracken, Building Manager; Michelle Page, Children's Librarian; Christian Trombetta, Digital Services Librarian.

Library Foundation staff present: Anita Machado, Executive Director; Sarah Hutchinson, Marketing Director.

Holston River Regional Library staff present: Amy Kimani, Assistant Director.

Guests present: None

Approval of Minutes: The minutes of the February 21, 2013 meeting were approved as emailed (Ed, Julian).

Treasurer's Report: Ed went over the Finance Committee minutes as handed out (on file).

Unfinished Business: None.

New Business – FY14 Budget: Jud went over the FY14 Budget update as handed out (on file). He added that salaried employees will receive a 1% increase to offset the 1% increase in the VRS Retirement; that a 10% increase has been included to the health insurance; that Digital Services, Children's and Young Adult programs would be increased but we hope to use Virginia State Aid for this by decreasing the book budget. Avoca would remain the same; ALL would be short just a little if Bristol, VA awards the CDBG at the \$32,500 level to match Bristol, TN \$32,500 annual appropriation.

Policy Review – Exhibits and Gallery: Jud stated the policy has been in use and just needs to be reviewed. Discussion followed. The policy was accepted as written.

Strategic Plan Focus: As reported in the Executive Director's Report (on file). Jud added surveys are a valuable tool and Staff will be setting up times for a greeter to be at different doors to talk with people and get input. Margaret suggested that along with the surveys, focus groups be added for input on the ground floor revisions, possibly during National Library Week in April. This would help build public support.

Executive Director's Report: (Report on file). Jud added Harrison Gilley has started keeping in touch with the downtown Neighbor Watch for security issues; and that the Foundation Executive Committee had met with the Finance Committee yesterday and he wanted to be sure everyone was aware of the activity of the Foundation Executive Committee relative to our own.

HRRL Report: Amy reported that on May 17th at the HRRL office they will be having Archives day with speakers; June 10th representatives from the Foundation Center will be at Johnson City Public Library to show how to use their materials for grant writing purposes; September 5th is the Trustees Workshop in Sevierville

(invited everyone to attend); that the materials money released on February 22nd needs to be spend by May 15th ; that on April 1st a new database, Intel, will be online; that the Tennessee State Library has purchased a subscription to Survey Monkey and Picture chart and they can help us with them; that computer hardware issues starting next month will be dispatched through a call center.

Information: Christian will be doing e-book download training next month, bring a laptop or book reader.

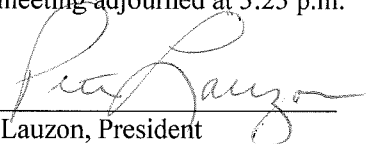
Pete reported some member had met with Trish Kaffenberger before the meeting to hear her ideas. Jud stated he would be meeting with the Architect at 10:00 a.m. tomorrow to give Design Committee ideas. Katherine asked where the Technical Services Department would go if ALL takes their space. Jud stated there is some underutilized space that could be divided into a tight new layout for the area. The project could be done in three phases. They would like to have all drawings completed and plans announced around the start of school in the fall.

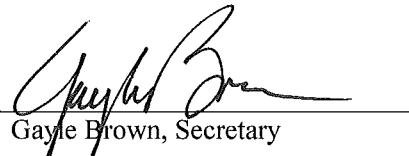
Anita reported there would be no big event during National Library Week, but they will have a fundraising event later. Sarah reported that several events (which include book signings every day) have been planned by Staff and Pam has author Jennifer Estep coming to talk with the teens.


Joyce added that on April 11th at noon WCYB, TV would have a report on the partnership between the Library and the William King Arts Center.

The next Board meeting will be on April 18, 2013, at 4:30 p.m. at Main.

The meeting adjourned at 5:25 p.m.


Pete Lauzon, President


Gayle Brown, Secretary


Brenda Dunn, Recording Secretary