

Minutes -draft
Madison County Library Board of Directors Meeting
Wednesday, January 24,2018

Board Members present: President Margaret Clifton, Vice-President Steve Wagner, Secretary Bonita Burr, Jill Quinley, Cindy Pattie, Susanna Spencer, Heidi Sage, Lori Rice, Bonnie Utz, Library Director, Charlotte Hoffman from Madison County BOS.

The meeting was called to order at 7:09 pm. President Peg Clifton thanked everyone for attending the FOL Social hour before the meeting.

The Minutes of the Nov 15, 2017 Library Board meeting were approved as read.

President's Report

Past Board Meeting minutes have now been linked to the website.

The Library participated in the Christmas bazaar. There was a lot of interest in the library. We made \$100.00 by selling maps and other items. We would like to participate at future events so we need to keep an eye out for them.

The basement was cleaned up and reorganized thanks to the FOL, Steve Wagner, and Peg Clifton.

Director's Report – The Directors mission highlight included information about an upcoming presentation to the Presbyterian Church about library services and an “Expo”, run by the Parks and Rec Department, showcasing the varied resources for children over the Summer. The “Expo” will be held on March 17. She also reported on a Pew Foundation research report which shows that 87% of millennials report getting accurate information from the library vs other means. The Library currently has a large number of books from the NY Times bestseller book list. Planning for the next Summer Reading Program is already underway. Our program will be “Reading Rocks” with an emphasis on science and music. She'll start meeting with principals and teachers soon.

Treasurer's Report

The Budget was briefly explained since it had been distributed earlier. It was sent to the County Finance Dept. on January 18. The Board was asked to vote on it as presented, the motion was made and all voted in favor. We are still waiting to hear from the Library of VA regarding the status of our state aid grant for 2019. The amount the library can spend from its own funds are capped according the amount of County funding. We may have to adjust it in the coming months. The current statement of our **Endowment Fund** shows that our holdings have increased by over \$12,000. The total amount earned from the auction was \$12,926.

Fund-raising Committee. Susanna Spencer spoke about the 2018 fund raising campaign. The plan is to make a relatively painless approach to people who already support the library and people we know. Everyone on the board needs to be involved in some way. A list of current donors was provided and we need to mark who we know from the list by Friday. We will want donations to be unrestricted so we can decide where we need to put the money: endowment, operation, capital improvements etc. We also spoke in length about what to tell people when they ask what we will do with their money. There will be scripts available for fundraising events. Peg Clifton reported that a colleague from the Free Clinic is willing to give the Library Board a practice run with hosting a fund-raising event. The Spring fundraising letter will either be sent to a selected list of donors or to the whole county. There was not total agreement on this so the Fund-raising Committee will revisit this with Steve Wagner present.

Grounds and maintenance. Steve Wagner will replace the light pole that was knocked over. He will also take the closets apart in the upstairs meeting room to rid us of wasps. There is a plan to repaint the genealogy room. Steve suggested that we get a bid on insulating the front rooms and repairing the foundation. This would make these rooms more comfortable and will surely save on electricity, especially since REC has raised its rates. The Board agreed that he should proceed to look into this.

Scholarship plan. Lori Rice, wants to have the paperwork in to the schools by mid-February. She is not yet sure if it will be Paper or on-line, or both. They have examples from school. We Need a cover letter and an application form. The notice will be placed on the website so that the community will be aware. It is a \$500 textbook scholarship and will be given out on Awards night, May 18. The Committee will decide what the topic of the essay will be and how to do the selection.

FOL. Heidi Sage reported on the Chili dinner on March 16. In order to expand the capacity of the dining room, take- out will be offered this year. They will use all recycle material. Tickets will be ready soon.

The Annual Report is complete thanks to Steve Wagner. Color, glossy printed copies are available to give out. We can also print more on our own if we get coated paper.

The Disaster Plan is complete and approved by the Board. A copy will be kept at the front desk and with Library Director. Bonnie, Steve and Bonita will review it with the staff.

We will pick up the **chairs donated by the Hebron Church.** Now there is room in the basement for them.

The Election of Officers for 2018 was held. The proposed slate was elected by the Board. Margaret Clifton will continue as President, Steve Wagner as Vice-President and Bonita Burr as Secretary and Treasurer.

The check signers for the next 2 months are, Lori Rice, February, Steve Wagner, March.

Public Comment

There was a comment from a FOL observer regarding the possibility of making the FOL Organization a separate charitable entity in order to separate the finances. This could possibly benefit the library with its financial difficulties. It is not at all clear how this would work but we can look into it.

The next meeting will be March 21, it was moved out a week to accommodate members involved in the Chili Dinner.

The meeting was adjourned at 8:30 pm.

Bonita Burr, Secretary