

Madison County Library  
Board of Directors  
Meeting Minutes (draft)  
May 19, 2021

**Attending:** Charles Carter, Katy Cashman, Pat Fray, Joe Goodall, Diane Heckel, Gary Jones, Jill Quinley, Lori Rice, Susanna Spencer, Karen Sterbling, Cindy Taylor, and Bonnie Utz,  
**Absent:** Steve Wagner

Diane called the meeting to order at 7:04

**The Minutes** of the March 24, 2021 Library Board meeting were approved by the board following Charles's motion and Jill's second.

**The Treasurer's Report.** Gary reported library funds totaling \$255,144.10 and library expenses \$192,061.58 for the period from July 1, 2020 through May 11, 2021. He stated that funds remaining should be enough to meet expenses through the end of June. He expects expenses for the year will be over \$210,000 which is more than last year. He reported that the Library of Virginia expects expenses to rise each year. The challenge will be exceeding this year's increase next year.

Gary shared that current payroll is \$5,000 every two weeks. Next year's proposed payroll is \$5,250 every two weeks. He shared that Virginia's recently passed minimum wage law will further impact payroll. The law requires minimum hourly wages of \$9.50 by 5/1/2021, \$11 by 1/1/2022, \$12.00 by 1/1/2023, \$13.00 by 1/1/2024, \$14.00 by 1/1/2025 and \$15.00 by 1/1/2026. Gary said that Charles Moncrief's bill for upgrading the library's Wi-Fi range and speed is \$14,000 and two thirds of that cost will be reimbursed by the state from e-rate funds. He said the Board of Supervisors approved the same amount of funds for the library as last year and that an increase in funds would need to come through fundraising. He reported that \$3,937.68 was given to the library during the 2021 Piedmont Give Local campaign. Charles shared that the Town of Madison had included \$1,000 for the library in its budget.

*Susanna asked to be sent the information that was shared with the Board of Supervisors so she could use it as she prepares the fundraising letter for this year.*

**The Library Director** Bonnie shared that she will be having major surgery on June 4 to repair an aneurysm. She will be in the hospital ten days and away from the library at least eight weeks. Diane asked Bonnie to leave the meeting and called for the board to enter executive session for the purpose of discussing a personnel matter.

After the executive session was closed Diane informed Bonnie that the Board had approved paying her salary while she was recovering from her surgery.

Bonnie shared the library statistics for the fiscal year. She was pleased to report the scheduled Summer Reading programs. She shared that some of the presenters had honored their contracts from last year. She said all programs would be in the gazebo if weather allowed.

She asked for guidance from the board concerning requiring patrons wear masks and continuing to check them into the library. *The consensus of the board was to discontinue assigning someone to check in patrons, but encourage mask wearing for the safety of staff and young patrons.*

Lori reported that the **Scholarship Committee** received five good applications. She and her committee members, Cindy and Steve, selected Morgan Blake Alger to receive the library board's scholarship.

**Grounds and Maintenance Committee.** Diane shared an email from Steve reporting that he had contacted three painting contractors. They were all too busy to even come look at the library to give an estimate. Pat shared the card of a painting contractor to give the committee another possibility.

Katy presented the updated **Five-Year Plan for 2021-2026**. Charles moved, Pat seconded, and the board approved the plan as presented.

**Fundraising Committee** Susanna reported that she plans to work with Steve to prepare a specific and generic letter to make an appeal for donations to the library. The specific letter would be sent to previous donors and the generic to all library patrons. She asked for other fundraising ideas. A yard sale, BBQ dinner, and auction were suggested. *A yard sale was suggested for September. Jill will contact Heidi to say there is strong interest from the board for a yard sale in September. Jill also said she would serve on the fundraising committee.*

**New Business** Diane asked about establishing a Finance Committee and no action was taken. She also asked about forming an Expansion Committee to consider how to use the basement space in the library. *An Expansion Committee was formed with members: Bonnie, Susanna, Karen, Cindy, Diane, and Charles.*

The next board meeting will be July 21, 2021 at 7 PM.

Susanna motioned, Katy seconded, and the board agreed to adjourn at 8:59 PM.

Minutes by Joe Goodall, Secretary