

Minutes
Mecklenburg County Public Library (MCPL) Trustees
October 18, 2017 – 2:00 pm
Boydton Public Library (BPL)/HQ Facility – 1294 Jefferson Street, Boydton, VA 23917

Present: Leonard Elam, Ramona Field, Jane Lipscomb, Chairman Vin Montgomery, Secretary Hilda Puryear, Interim Director Joyce-Parcell Greene, Gloria Taylor, R.T. Arnold branch supervisor, and Paul Nichols, Superintendent of Mecklenburg County Public Schools

- I. **Call to Order**
Chairperson Montgomery called meeting to order at approximately 2:00 pm.
- II. **Approval of July 19, 2017 Minutes**
On a motion by Lipscomb, seconded by Field, the minutes were accepted.
- III. **Interim Director's Report**
 - A. **General Progress (Branch Information)**
Greene gave a brief update for each of the four branches.
 1. The NAACP has started having its monthly meetings at Boydton.
 2. The Boydton branch supervisor will have a booth at Boydton Day and has added two additional Story Hour sessions.
 3. Butler has 5-7 tutors working twice weekly and has resumed Story Hour.
 4. Burnett has adjusted staff night coverage and continues to monitor water situation.
 5. Arnold is preparing for the Holiday Bazaar and hosting a new Home School group meeting twice monthly.
 - B. **Circulation Report**
Circulation followed the state trend by being up in August and down in September.
 - C. **Technology Report**
 1. Randy installed 10 new computers (Two in BO, CL, and CC and four in SH).
 2. The Wi-Fi user count for July, 2016 – June, 2017 was 15,829. The count for July, 2017 – September, 2017 was 11,351.
 3. The Inventory Program has been delayed a month.
 - D. **Budget (thru August)**
 1. Greene reported that MCPL had returned to Mecklenburg County \$32,157.56 of unspent funds for 2016-17 fiscal year.
 2. Greene shared updated budget with expenses totaling \$80,726.06 for July – August, 2017.

IV. Old/Unfinished Business

A. State Budget

MCPL has received the second state aid allocation, and it does include the additional director's salary.

B. Last Year's Final Budget

MCPL had \$32,157.56 County money left over.

C. Digitalization Project

The project is finished. The site link, as well as the yearbook link, is on the MCPL webpage.

D. Summer Reading Program

MCPL had 247 children participate in the Summer Reading Program.

V. New Business

A. Holidays

Greene presented a State holiday schedule. She requested the following additions:

1. Saturday, November 11, 2017 – On a motion by Lipscomb, seconded by Field, the trustees voted to close MCPL on November 11, 2017.
2. Saturday, December 30, 2017 – On a motion by Lipscomb, seconded by Field, the trustees voted to close MCPL on December 30, 2017.

B. Election Day

On a motion by Lipscomb, seconded by Elam, the trustees voted to close RT Arnold on Election Day, November 7, 2017, because it is a voting precinct.

C. Bibliostat

The bibliostat is almost complete.

D. Director Search

Resumes will be accepted for another two weeks. Ads have run in local newspapers, on LVA job line, and on Indeed.com.

E. Teen Scene

After a discussion between trustees, the branch supervisor of RT Arnold, and Paul Nichols, it was decided that MCPL has adequate secured technology and accommodations to support the teen users at RT Arnold.

VI. Citizen's Comments

None

VII. Adjournment

On a motion by Lipscomb, seconded by Field, Montgomery adjourned the meeting at 2:40 pm, after reminding trustees that the next regular trustee meeting will be on January 17, 2018, at 2:00 pm.

Signature Hilda J. Puryear
Hilda J. Puryear, Secretary

Date 1/24/2018

Signature Vin Montgomery
Vin Montgomery, Chairperson

Date 1/24/2018