

Minutes
Mecklenburg County Public Library (MCPL) Trustees
April 18, 2018 – 2:00 pm
Boydton Public Library (BPL)/HQ Facility – 1294 Jefferson Street, Boydton, VA 23917

Present: Ramona Field, Jane Lipscomb, Secretary Hilda Puryear, and Director Robert Rosenthal

I. Call to Order

In the absence of Chairperson Montgomery, Puryear called meeting to order at approximately 2:10 pm.

II. Approval of January 24, 2018 Minutes

On a motion by Lipscomb, seconded by Field, the minutes were approved.

III. Reports

A. Director's Report

1. Rosenthal introduced himself to board members.
2. Although Rosenthal has only been on the job for two weeks, he has visited each branch and met with each Branch Supervisor.
3. Rosenthal has studied the budget for next year.

B. Financial Report

1. The budget appears adequate to meet needs for the remainder of the FY.
2. Rosenthal has met with Greene and Brooks to discuss current and upcoming budgets.

C. Circulation Report

1. Overall, circulation continues a downward trend.
2. The Wi-Fi user count continues strong.
3. AV materials and non-fiction books have increased circulation over last year.
4. E-books usage has more than doubled since this quarter last year.
5. Starting next month, Rosenthal plans to have Request Cards at each branch, so that individuals who officially request an item will be the first to receive it.

D. Technology Report

1. Windows 10 continues to have problems.
2. Randy has been called to several branches to resolve problems with updates.

IV. Old/Unfinished Business

A. FY 18 Budget Information

Wayne Carter, County Administrator, has advised that MCPL may experience a slight decrease in budget for next year.

V. New Business

A. 5-Year Plan Update

1. Rosenthal had reviewed the MCPL Strategic plan for Fiscal Years 2017 – 2021 and suggested a few changes which include the following:
 - Pg. 5 - Remove capturing Wi-Fi use.

- Pg. 5 - MCPL not consider using Open Source software because it is a bad fit.
 - Pg. 6 - The 2% annual circulation increase might be changed to improve per capita circulation or to improved service.
 - Pg. 7 - The 2% annual programming attendance might be changed to per capita attendance of Mecklenburg children
 - Pg. 8 –Pathfinders can probably be eliminated.
 - Pg. 8 – The 5% annual increase in library card registrations may not be a good goal in light of declining populations.
 - Pg. 9 – Concerning the issue of the Director and Branch Supervisors attending meetings of the Board of Supervisors and Town Councils, it might not be required unless MCPL issues are on the agenda. Community participation is encouraged but should not be required.
2. Lipscomb made a motion, seconded by Field, to accept the Director’s recommended changes to the 5-Year Strategic Plan which passed.

VI. Citizen’s Comments

None

VII. Board Member Matters

None

VIII. Review Meeting’s Action Items

Rosenthal will make changes to 5-Year Strategic Plan.

IX. Closed Session

Puryear called trustees into closed session pursuant to Code of Virginia 1.2 – 3711. At the end of the closed session, on a motion by Lipscomb, seconded by Field, trustees certified that only personnel issues were discussed.

X. Adjournment

Puryear declared the meeting adjourned after reminding trustees that the next regular meeting is scheduled for July 18, 2018, at 2:00 pm.

Signature Hilda J. Puryear
Hilda J. Puryear, Secretary

Date 7/18/18

Signature V. Montgomery
Vin Montgomery, Chairperson

Date July 18, 2018