

Minutes
Mecklenburg County Public Library (MCPL) Trustees
April 26, 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

I. Call to Order

Chairperson Montgomery called meeting to order at approximately 2:00 pm.

II. Approval of January 18, 2017 Minutes

On a motion by Lipscomb, seconded by Elam, the minutes were accepted.

On a motion by Field, seconded by Lipscomb, the record of the special meeting on February 1, 2017 was accepted.

III. Interim Director's Report

A. General Progress (Branch Information)

Greene reported on personnel and facility updates at all four branches. Notable changes include the following:

1. Linda Icenhour's position has been filled at Butler.
2. Dorothy Holmes resigned at Burnett.
3. Pam Ezell (Mother Goose) is retiring at the end of April at R.T. Arnold.
4. Burnett will be closed on July 15 for Lakefest.

B. Circulation Report

All branch managers continue to work on improving circulation. They are trying some movies, particularly with Story Hour and the summer reading program.

C. Technology Report

1. Randy installed a test program in Boydton to capture WIFI users and program will be installed at other branches later.
2. A portable barcode scanner was purchased for Boydton and its use has been so successful that scanners will be purchased for other branches.

D. Budget- Thru March

Greene informed trustees that there is about \$61,000 undesignated funds remaining, and some money is being moved to different budget categories.

E. Projected Budget thru June

1. About \$6000 will be spent in 7 new computers.
2. About \$17,000 will be used to digitalize microfilm on internet with a \$1000 per year maintenance fee.

IV. Old/Unfinished Business

A. Strategic Plan

Lipscomb moved to approve the MCPL Strategic Plan (Fiscal Years 2017 – 2021). Field seconded the motion which was approved.

B. State Aid/Director

1. Greene shared with trustees that MCPL will lose \$24,948 in state aid for 2017-18 unless a director with a MLS is hired. However, those funds are only used for the director's salary.
2. On a motion by Lipscomb, seconded by Elam, the trustees moved for the MCPL chairman to sign the state aid form for the next fiscal year.

V. New Business

A. Holiday

On a motion by Elam, seconded by Montgomery, trustees voted to close the MCPL branches on Saturday, July 1 for the holiday.

B. State Budget

Greene shared with trustees that she had received notice that state aid would be reduced by \$9,746 for 2017-18.

C. Digitalization Project

Greene informed trustees that she and her staff selected BMI Imaging System to digitalize the microfilm for a cost of \$17,700, which includes a yearly hosting fee of \$1000. This hosting fee cost will be covered by the \$1000 maintenance fee on the microfilm readers. This new system will offer as many as five users to access the material at one time. Any additional new rolls will be converted at a minimal cost. Once the project is completed, the old readers located in Boydton and South Hill will no longer be needed.

D. Summer Reading Program

Greene presented dates for the summer reading program for each branch.

E. Discussion about New Regional System

Greene informed trustees that Jay Stephens, Library Director for Halifax County had reached out to neighboring counties about the possibility of another county joining Halifax in a regional library system. Wayne Carter, County Administrator, had suggested to Greene that MCPL explore the possibility. Montgomery formed a committee of Greene, Field, and Montgomery to meet with Halifax at a time Greene could determine was convenient for both counties.

VI. Citizen's Comments

None

IX. Adjournment

Montgomery adjourned the meeting after reminding trustees that the next regular trustee meeting will be on July 19, 2017 at 2:00 pm.

Signature Hilda J. Puryear
Hilda J. Puryear, Secretary

Date 7/19/2017

Signature Vin Montgomery
Vin Montgomery, Chairperson

Date July 19, 2017