

**Minutes  
of a Special Called Meeting  
Mecklenburg County Public Library (MCPL) Trustees  
August 24, 2016 - 2:00 pm  
R.T. Arnold Library – 110 East Danville Street, South Hill, Virginia 23970**

Present: Ramona Field, Jane Lipscomb, Chairman Vin Montgomery, Secretary Hilda Puryear, Director Leigh Lambert, R.T. Arnold Branch Supervisor, Gloria Taylor, and Mecklenburg County Administrator Wayne Carter      Absent: Leonard Elam

**I. Call to Order**

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

**II. Approval of July 20, 2016 Minutes**

With no additions or corrections, on a motion by Lipscomb, seconded by Puryear, the minutes were approved as presented.

**III. Determining Director's End of Service Date**

Montgomery announced that Lambert had accepted a position with Mecklenburg County Public Schools as librarian at LaCrosse Elementary School. On a motion by Puryear, seconded by Lipscomb, the trustees approved August 31, 2016 as Lambert's final day as MCPL Director.

**IV. Naming Interim Director**

On a motion by Puryear and seconded by Montgomery, the trustees voted unanimously to ask the longest-serving branch supervisor, Joyce Parcell-Greene to serve as interim director. Lambert shared that there would be no reduction in state aid if the interim director did not have a Masters' Degree in Library Science.

**V. Hiring New Director**

Puryear made a motion for Lipscomb to chairperson of the committee to hire a new MCPL Director. Field seconded the motion which passed. Carter offered to handle advertising the job online and in the paper.

**VI. Chain of Communication + Organizational Chart**

Lambert presented a MCPL Organizational Chart. On a motion by Field, seconded by Lipscomb, the trustees adopted the MCPL Organizational chart.

## **VII. Citizens' Comments**

Montgomery thanked Lambert for her 7 years of service. He had talked with Jackie Lilly, retired trustee who had worked closely with Lambert during her tenure, and she specifically commended Lambert in the following areas:

- Strategic Planning
- Facilities Planning
- Procedures and Policies
- Marketing/Newsletter
- Professional Development
- Mecklenburg County Library Foundation : establishment and projects

Montgomery shared that he would have a resolution ready for members to sign at the October 19, 2016 meeting.

## **VIII. Board Member Matters**

Trustees wished Lambert well with her new job and thanked her for her service.

## **IX. Review Meeting's Action Items**

- Montgomery will contact Joyce Parcell-Greene about serving as interim director.
- Montgomery and Carter will confer on interim's stipend.
- Lipscomb will put together an Interview Committee and begin work on hiring a director.
- Montgomery will work on resolution for Lambert.
- Budget will not be finalized until county receives final word from State on funding.

## **IX. Closed Session**

Montgomery called trustees into closed personnel session pursuant to Code of Virginia 2.2 – 3711.

## **X. Return to Public Session**

On a motion by Lipscomb, seconded by Field, and unanimously approved, the closed session ended and each trustee certified that only personnel issues were discussed in closed session.

On a motion by Lipscomb, seconded by Field, trustees voted unanimously to issue a patron a letter banning that individual from MCPL for one year.

**XI. Adjournment (next regular meeting reminder)**

- Montgomery reminded trustees that the next meeting will be held at 2:00 pm on October 19, 2016, at the Boydton Public Library/HQ.
- Montgomery declared the meeting adjourned at 2:50 pm.

Signature Hilda J Puryear  
Hilda Puryear, Secretary

Date 11/9/2016

Signature Vin Montgomery  
Vin Montgomery, Chairperson

Date 11/9/2016