

Cape Charles Memorial Library
201 Mason Avenue
Library Board of Trustees Meeting
Wednesday October 13, 2021
5:00 p.m.

Note 9/8/21 meeting cancelled due to lack of quorum

Attendees: Chair - Richard Burger, Roger Moyer, Lisa Gomez, Ann Rutledge, Dianne Davis, Ellen O'Brien, Karen Mahaffy, Ann Rutledge, Sharon Silvey

Call to Order - 5:00pm Lisa motioned to call meeting to order, Dianne seconded motion

Public Comments - None

Approving the August Minutes

- Roger motioned to approve minutes with necessary corrections, Dianne approved

Ongoing

- Roger notified board that husband of former board member Cathy Fox passed away. Service to be held on 10/14 at 11 at Episcopal Church on Tazewell with reception following. Roger brought up issue of needing handicap access to many buildings in Town. Library does have entrance ramp and handicap door, but no access to upstairs.
- The WWI Memorial Plaque – Issue since 2014. In 2019 Library board approved plaque move from front to other location in library (to history room), plaque has since been removed and has not been rehung. Town council is saying Library needs permission to move plaque from front wall.
 - Ann has since filled in correct paperwork and will be submitting 10/14 to Town
 - Town Council will discuss live Thursday 10/21 at 6:30pm and Richard will be presenting this to board
 - Roger suggested that we add writeup (by Cathy Fox) to paperwork; Karen asked if we remind Council of the Library's mission
 - ***The mission of the Cape Charles Memorial library is to offer patrons a window on a larger world, providing resources to educate and to stimulate.***
 - Richard would love for as many board members to attend as possible; Richard will send out reminder to all before meeting
 - Ellen will send out agenda and timing once she knows what it is
- Brief discussion on needing some energy around protecting the Library; town needs to understand the value the Library brings to the town both to residents and tourists
- Connecting with the Friends/Use of Friends donation
 - Richard brought up need/desire to connect more with Friends
 - Ann wants to use current donations by Friends to be used upstairs for study carrels

- Pre-covid, used to have Board/Friends joint meetings twice/year – but this has ceased due to various reason, some suggestions for future gathering:
 - Roger suggested a joint dinner at community hall
 - Perhaps co-sponsor a town library day with Friends
- Sharon will share news with Friends about 10/21 Town Council discussion on WWI Memorial Plaque
- Recognition of Chris Bannon – Question is if there is something else we want to do for Chris, and perhaps for other long serving Board members
 - Karen suggested perhaps we name sections of the Library for Board members (e.g. “the Chris Bannon History Room”)
 - Roger suggested we might want to also commemorate contributions by Town Members that have been instrumental in helping library (e.g. Virginia Savage, Gladys Nottingham, Miss D) – maybe a **“ring of honor” on a pillar**
- Strategic Plan – need to update Library’s; waiting for Town has not finalized their plan

Moving Forward

- Town Read (v.4) – Sharon is working with Roger on initiative.
 - Notice went live on Facebook 10/13
 - Deadline for suggestions is early November
 - Goal to announce book around Thanksgiving
- Marketing initiative – still a need to get library publicity
 - Richard suggested perhaps college or high school pro-bono
 - Sharon said we need a logo and branding
 - Lisa suggested we take a more strategic approach – both to understand what we want to communicate and to who then you create collateral to support this
 - Karen suggested we may want to do some team building with town council

Ann and Sharon Present their August/September 2021 Library Nuggets

- Board to postpone Aug/Sept discussion and do a quarterly review (Aug, Sept, and Oct),

Adjournment - adjourned at 6:12 pm – Dianne made motion to adjourn, seconded by Roger

Sincerely submitted,



Lisa Gomez, Secretary