

Meeting Minutes
Library Board of Trustees Meeting
Cape Charles Memorial Library
201 Mason Avenue
Wednesday, March 9, 2022
5:00 p.m.

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

Call to Order - 5:00pm - Cathy motioned to call meeting to order, Karen seconded motion

Public Comments - none

Approving the February Minutes - Dianne motioned to accept minutes, Ellen seconded motion

Of Immediate Concern

- Library Needs
 - Space challenge
 - Ann gave outstanding wish list needs list to Friends - Friends are going to present this to Town; Friends are reporting spend amount to Town. Information was requested from Town Treasury and there is now a line item for this in budget per Ann.
 - Unclear why Town is working with Friends and not Board
 - Need to amp up publicity to let people know Library is here, is open for business
- Board members need copy of orientation manual – one copy is in residence at Library and all can view it there

Moving Forward

- Student Book Reviews
 - Need a review structure to do this if we want to do
 - Rich shared template examples
 - Cathy suggested we digitize this
 - *Rich will continue working on this*
- Meeting with Friends of the Library
 - Discussed get together (maybe combined meeting on neutral ground) and how we might together to determine which organization does what

- Agreed on targeting May meeting to do this
- ***Rich to contact Friends leader (Terry Gottlieb) to propose meeting and next steps***
- Plan for March 12 Retreat – 1-3pm
 - ***Ellen to pick up civic center key on Friday***
 - ***Rich to bring snacks***
 - ***Cathy to bring post-it poster board***
 - ***Lisa to bring post-it, pens, etc.***
 - ***Ellen to find out if we can project***
 - ***Lisa to send meeting agenda to Board before meeting***

Other items

- Update on Town Read – per Roger - no formal recap of read this year (as in past years), will work in fall to get momentum for 2023 Town Read
- Update on Plaque – Town came by 3/9 to see what is needed to mount plaque, ***Cathy to look into how we can put accompanying write up beside this***
- Update on Town Strategic Plan – per Ellen, Town Strategic Plan has not been approved as of now. Cathy suggested an off-site work session to do this – perhaps in the fall.

Ann and Sharon Present their February Library Nuggets

- Library had table at Cape Charles Day
- Unite Virginia Workshop - Betsy and Sharon will attend to better understand about intersection of libraries and social work
- Ann's last day is 4/1; Sharon will be acting manager until new Librarian hired

Action Items

- Miscellaneous follow up/ to-do items noted above in ***italicized bold RED*** text

Adjournment - 6:08 pm – Karen motioned to adjourn meeting, Dianne seconded motion

Sincerely submitted,



Lisa Gomez, Secretary