

Library Board of Trustees Meeting Minutes
Cape Charles Memorial Library
201 Mason Avenue
Wednesday, October 12, 2022
5:00 p.m.

Attendees – Chair - Richard Burger, Dianne Davis, Lisa Gomez, Cathy Fox, Karen Mahaffy, Roger Moyer, Sharon Silvey
Special Guest – Pat Tinkelman

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

Public Comments – Pat Tinkelman – successful book sale in September, Friends voting on new Chair in January

Approving the September Minutes – Dianne motioned to accept minutes with amendments, Cathy seconded motion

Ongoing:

- Mission Statement
 - General planning of activities on hold (revisit Jan 2023)
 - Meaningful past Board Activities
 - Would bring candy for board meetings – *Lisa will bring candy in November*
 - Strategic planning for library - may be able to edit old version
 - Would volunteer to help – Sharon needs folks trained on front desk (to fill-in if needed) – *Sharon will put together volunteer “role description” and send to board*
- Town Wide Read Progress
 - Per Roger – making progress, changing process slightly from years past (e.g. soliciting potential books from existing book clubs); Pat will also solicit from Friends
 - Will be putting notice in upcoming “Happenings”; also posting on Facebook and Instagram
 - Will have planning meeting sometime in November, most likely at Civic Center
 - Sun 2/5 – date for movie at Palace Theatre

- Need a fundraiser to cover some expenses (maybe around \$200 – last the time projectionist cost about \$75) – possibly “buy a share” in the movie with different donor levels
- Suggestion about using Festive Fridays to solicit donations (maybe also book suggestions??); *Cathy will find out from Deb how we would handle money*
- Town Council
 - Cathy on September remarks – library info was well received; handed out and encouraged getting library cards (2 came in and got cards per Sharon)
 - *Roger will attend October 20 Town Council Meeting*
 - *Dianne will attend November 17 Town Council Meeting*
 - *Karen will attend December 15 Town Council Meeting*
- Follow-up on youth diversity and Library Services
 - Need to follow-up on status – *Cathy will ask them about this*
 - *Dianne is also talking with individuals and will be spending some more time to get to know them a bit more*
- Holiday Events and Festive Fridays
 - Staff can commit to 2 Festive Friday – 12/2 and 12/9; timing will be 6-7:30pm
 - *Need board members to staff craft tables, etc. and also bring treats* (staff will not be bringing treats)
 - *Rich will find out if hotel will be having Santa letter writing station – if not maybe Library can do this*
 - *Sharon will put details in the volunteer ask (as discussed previously)*

Sharon and Betsy Present their September Library Nuggets

- Sharon shared library statistics and miscellaneous details in September
- “Smart Beginnings” is merging (early childhood groups) – attended meeting and got details on organization and services provided; will now have one website for families to use; Sharon *is looking in to how library can support this*
- Sharon/Pat attended Ag Fair – children 0-5 can get free book monthly thru Dolly Parton Imagination Library; *Sharon is looking into if there are additional resources for library*

Action Items – *noted in red italics*

Adjournment – 6pm – Dianne motioned to adjourn meeting, Cathy seconded motion

Respectfully submitted,
Lisa Gomez, Secretary