

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

Attendees – Chair - Richard Burger, Cathy Fox, Lisa Gomez, Karen Mahaffy, Roger Moyer, Sharon Silvey, Betsy Doherty

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

Public Comments – none

Approving the October Minutes – Cathy motioned to accept minutes with amendments, Roger seconded motion

New Business:

- Discuss current *Materials Reconsideration Procedure*
 - Sharon informed board of current situation
 - 2012 – CC Library adopted ESPL Processes; board discussed current policies and how to
 - Karen motioned that we revise ESPL processes and make minor adjustments to make more CCML specific, Lisa seconded motion and board agreed
 - *Rich will update policy and present to board at December for review; may send out prior to meeting to expedite review process*
 - Updated *Materials Reconsideration Procedure* will need to go before Town Council for review once approved by CCML Board

Ongoing:

- Sharon, Front Desk Role Description
 - Sharon reviewed Volunteer and Festive Friday Volunteer role descriptions
 - January will be ideal time for volunteer training
- Town Wide Read Progress
 - Book selection will be made in November; final selection to be made before Thanksgiving
 - Financials – *Roger will get Palace Theatre pricing; thinking about unique ways to fund movie; once we know cost we can finalize fund raising plan*

- Per Cathy - Library can use 100th anniversary procedures to collect donations for movie during Festive Fridays, Cathy can collect and make deposits
- Town Council
 - Roger's Comments on October presentation
 - Shared story of student reading success story 50 years ago and how it inspired Roger's lifelong love of reading
 - *Dianne attending November (11/17) session*
 - *Karen attending December (12/15) session*
- Follow-up on youth diversity and Library Services
 - Rich shared note from Dianne on potential Saturday program; needs further discussion next month
- Festive Fridays
 - *Rich, Karen, Cathy, Roger, Lisa – all volunteered to work on both 12/2 & 12/9*
- Refreshments (candy) – *Rich will bring in December*

Sharon and Betsy:

- Betsy is creating an official seed cart program – Friends approved funds for CCML to have a seed cart opening in March/April; will be the first on the Eastern Shore
 - Will coordinate with Master Gardeners and Extension Office
 - Will also be coordinating with New Roots Garden

Action Items – *noted in red italics*

Adjournment – 5:59pm – Cathy motioned to adjourn meeting, Roger seconded motion

Respectfully submitted,
Lisa Gomez, Secretary