

**Cape Charles Memorial Library
Board of Trustees Meeting
Cape Charles, Virginia
Wednesday September 13, 2023
5 PM**

Board Members Present: Cathy Fox, Karen Mahaffy, Dianne Davis, Sharon Silvey, Tara Ashworth, Mary Beth Eye, Andrew Follmer

The meeting was called to order at 5:01 pm. A quorum was established with 6 members present.

Karen Mahaffy introduced the new board members, Tara Ashworth and Mary Beth Eye.

A motion carried to approved and accept the agenda.

There were no public comments.

A motion carried to approve the August minutes.

Library Report:

Sharon reported that after a very busy summer, activities at the library are beginning to slow down. August had the highest attendance, breaking the July record. The staff will review demographics and the summer activities for Summer 2024 planning. The staff attended the ribbon cutting at the new Eastern Shore Library. Sharon will be attending the Virginia Conference of Libraries conference. The Friends will fund this. Besty Doughty will be out of the library October 10 to 17. Sharon will need assistance with the library desk.

Old Business:

Acknowledgement of Service: Mary Beth Eye will reach out to Kim Dunton regarding her Women's Club books as well as Etta Kay Pruitt for her knowledge of the long history of the library. Andrew Follmer will reach out to Libby Hume regarding who can view town records. Discussion of assigning further research of previous board members to an "intern" from the one of the local colleges (ESCC, ODU, W&M).

Fundraising: Tara Ashworth will reach out to the Distillery and Pat Tinkleman (Friends) regarding a partnership fundraiser.

Room Reservation Policy was tabled until the next meeting.

New Business:

The next policy review will be the computer use policy.

Andrew Follmer will look into where the funds go for the overdue fines and fax, copier charges.

The meeting adjourned at 5:55 pm.

Respectfully submitted,

Cathy Fox, Secretary