

**EASTERN SHORE PUBLIC LIBRARY  
BOARD OF TRUSTEES**  
Minutes of Meeting  
December 1, 2008

The Board of Trustees of the Eastern Shore Public Library met on December 1, 2008 at 1:00 p.m. at the library in Accomac. Ms. Lucas, Mrs. Poyer, Mr. Jester, Mrs. Nelson, and Ms. Spencer-Holley were present.

**Minutes**

The minutes of the November 3, 2008 meeting were approved as distributed.

**Report from State Library Board**

Mrs. Poyer read a report from the state library board sent by David Poyer.

**Friends Reports**

Construction has begun on the addition to the Island Library. The library received many donations from seasonal residents.

The NFL Friends will follow-up on the success of their Halloween party on October 25 with a Christmas party on December 13<sup>th</sup> with Mrs. Claus in attendance.

The ESPL Friends will also be having a Christmas party on the 13<sup>th</sup> with Santa and Christmas stories at the Accomac branch.

**Election of Vice Chairman**

Mrs. Poyer was nominated for Vice Chairman by Mrs. Nelson. The nomination was seconded by Mr. Jester and Mrs. Poyer was elected Vice Chairman.

**Regional Agreement**

The Regional Agreement has been officially approved by both counties. Mrs. Vincent has not yet received the signed copies from Accomack County. She will contact both county administrators to verify the procedure each county will follow to appoint the additional board members.

**Branch Agreements**

The Town of Cape Charles has requested some changes in the branch agreement. Mrs. Vincent distributed copies of their requested changes. After some discussion, the board decided to ask for clarification of the request for "all communications distributed by ESPL."

## Audit

The Board had many questions about the draft audit and there were several errors noted. Mrs. Vincent will call the auditors to discuss the changes and questions and will report at the next meeting.

## Budget

The proposed FY 2010 budget was discussed. It was prepared using the previously-agreed upon contribution amounts from Accomack and Northampton counties with the percentages adjusted to reflect the split contained in the new Regional Agreement. The board felt that asking for only \$8.20 per capita when the most current minimum figure to retain state aid (one-half the state median) is \$9.98 per capita is not productive. Mrs. Vincent was asked to revise the proposed budget to request \$9.98 per capita.

## 2009 Meeting Schedule

The Board decided on the following schedule for the first meetings in 2009:

January 5, 2009	Nassawadox
February 2, 2009	Accomac
March 2, 2009	Chincoteague
April 6, 2009	Accomac
May 4, 2009	Cape Charles

Since the Island and Cape Charles branches do not have space for meetings, the meetings will be held in another location and then the Board will tour the libraries. Mr. Jester will find a meeting location in Chincoteague and Mrs. Vincent will ask Ann Rutledge to arrange for a site at Cape Charles.

## ICMA Grant

Because of the requirements and timeframe of the ICMA grants, the Board decided not to apply for a grant during the current round. Mrs. Vincent will inform Steve Miner and thank him for sending the materials. The Board will consider applying in the next round.

## Consultant's Report and Five-Year Plan

All Board members will review the consultant's report and the current five-year plan and will discuss the next steps to take at the January meeting.

## Director's Report

Mrs. Vincent reported on the progress of cross-training efforts and on the circulation system. The staff and patrons are still unhappy with the updated

version which has been in use for nearly six months. She will research alternative systems.

**Next Meeting**

The next meeting of the Eastern Shore Public Library Board of Trustees will be Monday, January 5, 2009 at 1:00 p.m. at the Nassawadox branch.

**Adjournment**

On a motion by Ms. Spencer-Holley, seconded by Mrs. Nelson, the meeting adjourned at 3:50 p.m.