

EASTERN SHORE PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes of Meeting
September 14, 2009

The Board of Trustees of the Eastern Shore Public Library met on September 14, 2009 at 1:00 p.m. at the library in Accomac. Eight members of the board were present; Mrs. Cross was absent.

Minutes

The minutes of the August 3, 2009 meeting were approved as corrected on a motion by Mrs. Lawrence which was seconded by Ms. Spencer-Holley.

Branch Reports

Reporting for Island Library, Mr. Jester stated that the summer reading program was very successful and that the addition to the building was progressing.

Mrs. Wiegner reported that the movie nights at the Cape Charles Memorial Library were well-attended and that computer use is down.

Friends Reports

The NFL Friends have applied for a grant from the Eastern Shore of Virginia Community Foundation for paving the parking lot at the Nassawadox branch. They are looking at permeable surfaces, as well as at the traditional paving services reflected in the bids they obtained several months ago, according to Mrs. Poyer. The new computer tables and chairs and the end-of-range shelving were delivered last week.

The ESPL Friends are sponsoring another session of Delmarva Discussions, a three-book series on nation-building. They will be holding their annual meeting on October 31st and will also have a book sale to attract members to the meeting where by-laws changes will be voted upon.

The Cape Charles Friends have organized bus trips to the casinos in Harrington, Delaware and have had successful book sales to raise money for new tables for the library.

Financial Reports

Mrs. Vincent announced that there will be a further cut in State Aid of 5%. Since State Aid money is used primarily to buy items for the collection, the board agreed that the cuts should be publicized.

Foundation Progress

The Eastern Shore Public Library Foundation is now incorporated with the Commonwealth of Virginia. Three people have agreed to serve on the Foundation board: Ron Wolff, Alice Morehouse, and Judy Malarkey. Board members will continue recruiting more members. With five members, the three named above and Laura Lucas and Carol Vincent as *ex officio* members, the foundation can hold an organizing meeting and begin the process of filing with the IRS.

Expansion Plans

Mrs. Vincent will meet with an architect to discuss the next steps in the expansion process.

After some discussion of the property behind the library, Ms. Spencer-Holley presented the following motion which was seconded by Mr. Fisher:

“I move that we make an offer of \$15,000 to buy the five lots (Lots 1-5) behind the Accomac library to allow for expansion of the library.”

The motion passed unanimously.

Draft Letter to Supervisors

The Board approved the draft letter to be sent to both the Accomack and Northampton county boards of supervisors to inform them of our plans with one small change. A copy of the approved letter is attached to these minutes.

Next Meeting

The next meeting of the Eastern Shore Public Library Board of Trustees will be on October 5th at the main branch in Accomac.

Adjournment

On a motion by Mr. Fisher, seconded by Ms. Spencer-Holley, the meeting adjourned at 2:55.

September 21, 2009

Northampton County Board of Supervisors
c/o Northampton County Administration Office
P. O. Box 66
Eastville, Virginia 23347

Dear Board Members:

The Eastern Shore Public Library and its Board of Trustees would like you to know about the exciting plans they have to improve library facilities and services for the residents of the Eastern Shore. As noted by the public library consultant hired by the Friends of the Eastern Shore Public Library, the current facilities of the system are well below minimum space standards set for Virginia Public Libraries. The size of the main branch in Accomac has been unchanged for the past 25 years. At approximately 11,500 square feet, it is only one-third the recommended size for a main library containing both public services and administrative offices. The consultant recommended moving the main branch to the Onley area, possibly adjacent to retail businesses. While this is an attractive idea, because the library system owns the current facility within the Town of Accomac with no debt and because of the limited market for the sale of the present building, the Board has decided to investigate the possibility of constructing an 18,000-square-foot addition to the current building on land which is for sale immediately behind our property. We believe this will be the most cost-effective way to increase the size of our main facility to meet both State standards and the needs of our users.

The first step the library board has taken to reach our expansion goals is to begin the process of forming a non-profit foundation whose sole purpose will be to raise funds for the library system. We know that we will have to run a capital

campaign to raise the necessary funds to pay for construction and renovation costs to improve the main branch in Accomac. A non-profit foundation will be able to apply for grants from charitable organizations and will offer tax-deductibility benefits to private donors and will be a permanent fund-raising organization which can provide funds for other projects and services for the library system. Once we have completed the Accomac project, the foundation will be able to raise funds to expand the facilities in Northampton County. Although the building is only three years old, the Nassawadox branch is too small to meet the needs of the users from northern Northampton County and southern Accomack County. The Town of Cape Charles has plans to move the Cape Charles Memorial Library to a larger site. The foundation would be able to assist with both of these projects. We feel this is a vital step for the Eastern Shore Public Library and have begun filing the necessary papers to create this entity. We have also begun identifying individuals to serve on the foundation board who are experienced in raising funds and who are well-regarded in the community.

At the same time, we are obtaining information about the suitability of the adjacent land in an attempt to determine if our expansion and renovation plans will be feasible, or if it will be necessary to look for a new site for a larger library facility. We have had a civil engineer provide a preliminary site plan on a pro-bono basis and have met informally with Accomack County officials to discuss parking and drainage regulations. Before we consider a purchase offer to the landowners, we want to be reasonably sure that the property would suit our needs. We are considering asking the Friends of the Eastern Shore Public Library to apply for a

grant to fund any preliminary studies which need to be done on the land and to cover the costs of obtaining the property if it is in fact suitable for our needs.

We realize that this process will take some time, but we are eager to begin planning to take these important steps to improve the services we can offer to the residents of Accomack and Northampton Counties. If you have any questions or would like to offer your expertise to the library in any capacity, please do not hesitate to call me, or to stop by the main branch in Accomac to speak with me. It is truly an exciting time for public libraries in general and especially for the Eastern Shore Public Library.

Sincerely,

Carol H. Vincent
Director of Administration