



HERITAGE PUBLIC LIBRARY

7791 Invicta Lane, New Kent, VA 23124 | (804) 966-2480 | www.heritagepubliclibrary.org

**Meeting of the Heritage Public Library Board of Trustees
Charles City Branch
7:00 p.m.
April 15, 2019**

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes
- IV. Treasurer's Report
- V. Citizen Comments
- VI. Director's Report (Attached)
 - a. Activities
 - b. Charles City Library Updates
 - c. Budget
 - d. General Updates
- VII. Committee Reports
 - a. Nominating Committee
 - b. Bylaws Review Committee
- VIII. Old Business
 - a. Five Year Plan
- IX. New Business
 - a. Charles City MOU and Lease
 - b. Leave Expiration and Carry Over Amendment Proposal
 - c. FY20 Proposed Board Meeting Schedule: July 15, October 21, January 13, April 20
- X. Adjournment
 - a. Next Board meeting: TBA

**Minutes of the meeting of the Board of Trustees
Heritage Public Library
April 15, 2019**

In attendance were: Lisa Brown, Doris Holloman, Yvonne Jones, Leo Vozel, Jay Templin, Howard Ormond and Connie Nalls, chairman.

Ex-Officio: Chandra McPherson (HPL)

- I. **Call to Order:** at 7:00 p.m.
- II. **Addition to Agenda:** Public Services Policy change for circulation (New Business)
- III. **The Minutes** from the January 14, 2019 were approved with one change (Victoria Brame, Friends of HPL)
- IV. **The Treasurer's Report** was accepted as presented. Year-to-date expenditures for 3-31-19 total \$265,678.00. The Operating Account Balance as of April 5, 2019 was \$81,539.30. More donations were expected to come in from the FHPL for the summer reading program.
- V. **Citizen Comments:** None
- VI. **The Director's Report** was given by Director Chandra McPherson and accepted by the Trustees. Dedication of the Charles City library building is scheduled for June 9, 2019 from 3-5 p.m. The Charles City MOU and Lease have been signed. HPL will receive funds from Charles City to hire an individual for the Local History position. This position will be managed by HPL.
There is a grant application to CSX Corp. seeking funding to create more outreach opportunities, including a portable computer lab.
- VII. **Nominating Committee** submitted this slate of officers for FY20:
Chair – Connie Nalls
Vice chair – Lauren Carter
Secretary – Jay Templin
Treasurer – Yvonne Jones
Bylaws Review Committee has not met. They will have a report at the July 15, 2019 meeting.
- VIII. **Five Year Plan** will be shared by the Director online for Trustees to review.
- IX. **New Business** included a Public Services Policy change for circulation. Patrons will have to pay a monetary fee to replace a book. The current policy allowed patrons to replace books with the same ISBN.
Meeting dates for FY20 are July 15, October 21, January 13 and April 20.
- X. **Meeting** was adjourned at 8:00 p.m. The next meeting is July 15, 2019 in New Kent County.