



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

New Kent

October 16 7:00 p.m.

2023

AGENDA

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes
- IV. Treasurer's Report
- V. Citizen Comments
- VI. Director's Report
 - a. PLA Grant
 - b. New Kent County Public Schools
 - c. New Library Operating System
 - d. Goals for Next Three Weeks
- VII. Committee Reports
 - a. None
- VIII. Unfinished Business
 - a. None
- IX. New Business
 - a. None
- X. Adjournment
 - a. Next meeting in Charles City, January 15 at 7:00 p.m.

Robert Kikkert

**Minutes of the Meeting of the Heritage Public Library
Board of Trustees
New Kent
October 16, 2023**

Trustees present:

Robert Kikkert, Chair
Jay Templin, Vice Chair
Jerene Beyer, Secretary
Victoria Brame
Rose Schooff
Chris Matthies
Kimberlee Moyer
Lelia McKee

Absent:

Glenda Greene

Also present:

Jesse Kelley, HPL Executive Director

- I. **Call to Order:** Chair called the regular quarterly meeting to order at 7:00 PM.
- II. **Approval of Agenda:** Motion was made by Jay Templin, seconded by Rose Schooff and unanimously approved to accept the agenda as presented.
- III. **Approval of Minutes:** A motion was made by Lelia McKee, seconded by Jay Templin and unanimously approved to accept the minutes of the April 17, 2023 meeting.
- IV. **Treasurer's Report:** Increase in state aid to \$132,197. Concerning contractual services, \$5,000 will be recouped from the Library of Virginia for in person training and migration cost. Verizon is more expensive than anticipated. Approval of the treasurer's report was postponed per Robert Kikkert.
- V. **Citizens comment period:** There were none.
- VI. **Director's Report:** Concerning the Public Library Association grant of \$6000 for digital literacy, Judy Harris and Jesse Kelley have taught classes. A survey of the students is being conducted. They can win an I-pad at the end of the program. Flash drives, books, lap tops for library use and the prize have been purchased with the grant funding. They will be looking into whether the grant is renewable.
New Kent County school librarians with the help of Judy Harris will be trying to

improve access to the library. There is a kid friendly version of Overdrive through SORA which may lead to a deeper relationship with school children.
New Atrium system is working. Training was completed by staff.
Jesse Kelley will no longer be the director. He is getting the budget in place for the new director. He is working on bibliostat report for the Library of Virginia due in January. PLA grant input is due at the end of January. Jesse Kelley thinks he will have nearly done by the time he leaves.
The website Newsbank to be purchased. It gives access to the Richmond Times Dispatch and other newspapers. It will start up in November and will cost about \$1000. The RTD cost \$700 per year alone. Anyone in the county with a library card can access. Ways must be found to let residents know about it.
73 new library cards were issued in September.

VII. **Committee Reports:** There were none.

VIII. **Unfinished Business:** None

IX. **New Business:** A motion was made by Lelia McKee and seconded by Rose Schoof to enter into closed session pursuant to Section 2.2-3711 (A) (1) of the Code of Virginia for the purpose of discussion of personnel issues lawfully exempted from the opening meeting requirements of the Virginia Freedom of Information Act.

X. **Close Session:** A motion was made by Kimberlee Moyer and seconded by Lelia McKee to come out of closed session.

XI. **Adjournment:** Rose Schoof made a motion to adjourn, seconded by Chris Matthies and unanimously approved. The meeting was adjourned at 8:20 PM. The next meeting is scheduled for January 22, 2024