



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 Branch
7:00 p.m.
July 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. Staff Update
 - c. Budget
 - d. General Updates
- VII. Committee Reports
 - a. Bylaws Review Committee
- VIII. Old Business
 - a. Five Year Plan
- IX. New Business
 - a. Director's Evaluation
 - b. Approval of FY20 Budget
- X. Adjournment
 - a. Next Board meeting: October 21, 2019 @ Charles City

Director's Report

a) Director's Activities:

CALD (Capital Area Library Directors & LVA) meetings 5/10, 7/12
Charles City Capital Campaign meetings 5/7, 6/14
Charles City Health Coalition meeting 5/22
Archive Staff Interviews 5/23
CC Move 5/25 – 6/2
CC Soft Opening 6/3
Emmaus Church EGOS Senior Group Speaker 6/5
Times-Dispatch interview 6/7
CC Dedication Ceremony 6/9
ABC Interview 6/10
NK BOS Meeting 6/10
Interview, NBC 6/17
Charles City BOS meeting 6/25
CC Business Networking Meeting 6/26
NK BOS Meeting 7/8
CC Colonial Courthouse Committee Meeting 7/9

On-going: NK Chamber of Commerce, Triad and Rotary meetings
Bi-weekly construction meetings for Charles City Library (through May)
Monthly Staff Meetings

b) Staff Update: We received the CC disbursement for the History Center employee and Kimberly Schmidtman started June 13th.

c) Budget: We received the full requested amounts from each county. Additionally, we received funds from Charles City to fund the History Center Coordinator.

d) General Updates:

- We have had no updates from NKPS on the 21st Century Community Learning Center grant.
- We continue to work on a grant submission to CSX Corp. for funding to enhance our outreach.
- We are working with a vendor on a more economical internet solution for Charles City.
- Upgrades to NK network equipment begin next month.
- Collections are being evaluated now for discards and additions.
- We will begin a 2000 Books Before Kindergarten parent/child reading program in the Fall.