

# Board of Trustees of Charlotte County Library

## Board Meeting Minutes

January 3, 2024

The Board of Trustees of the Charlotte County Library met on Wednesday, January 3, 2024 at 3:45 in the Bruce Building. Present were Eleanor Williams (Chair), Ree Cathey, Jean Elliott, Teresa Osborne, Barbara Hamlett, Winnie Morris, and Maggie Allbee (Librarian). Martha Brogdon was absent.

The minutes from the prior meeting were read and approved.

Eleanor shared a fun idea she saw at another library. Multiple seasons of popular TV shows were put together into a single box for patrons to check out as a “binge box”. Maggie liked this idea, too.

Ree set up a Friends meeting for January 23, 2024 at Keysville. The Friends are hoping to find some new interest and leadership for the organization.

Maggie explained to the board how the post office is still being slow, and checks are slow to arrive. Maggie has been calling companies to make sure she is paying the correct amount. It turns out that somehow, we overpaid Dominion Energy, so we owe them nothing this month. Maggie also shared an update on the library budget with the board, since it is halfway through the fiscal year. The board would like a quarterly update on the budget going forward. The financial report was approved.

The issue of mice at Wylliesburg and Bruce was discussed. Maggie will buy some mouse traps to see if that helps. The landlord has been notified of the large hole in the crawlspace access door and the tree that is very close to the building’s foundation.

Keysville needs a mop head – Maggie will find and buy.

Phenix has a shelf that needs fixing and some new bulbs put in.

Main is now fully staffed, with the addition of Melody Williamson, who started this week. Little Bruce’s mini-split HVAC system has been installed.

Staff were thrilled with their holiday bonuses.

Maggie will re-order all the books which were damaged in a shipment. We have been compensated for the damaged books. She has also been working on submitting information to Bibliostat, an annual gathering of statistics by the Library of Virginia. Staff are also beginning to discuss library programs, and what we can do this year.

Lots of weeding is happening at Hoy. Eventually it will expand to Bruce and Keysville, and then finally Wylliesburg.

There was also a brief discussion about changing some of the branch hours and shuffling some staff around. Specifically, adding an additional day to Phenix (Tuesdays) and cutting a day from Wylliesburg (Fridays). Crystal could come to Main and help on Fridays instead. At this point in time, it is just an idea. Maggie is watching the statistics to make the most of our resources.

The next meeting was scheduled for Wednesday, February 7<sup>th</sup>, 2024 at 3:45 in the Bruce Building. The meeting was adjourned.