

Pittsylvania County Public Library
Combined Meeting of the Board of Trustees
And the PPL Foundation Board
Sept 11, 2023
History Research Center & Library

The Library Board of Trustees and the PPL Foundation met in a combined meeting on September 11, 2023. Mary Wertz, PPL President, called the meeting to order at 2:58 pm. PPL Foundation members present included Alice Shelton, Karen Eades, Phyllis Roach, Mary Wertz, Bert Eades, and Rhonda Griffin. Library board members present included Alice Shelton, Karen Eades, Janice Fitts, Portia Fitzgerald, Phyllis Roach, Sandy Mitchell, Shelby Buffington, York Pilson, David Law, and Rhonda Griffin.

PPL Foundation/Building Committee

The consent agenda containing the agenda as presented. Rhonda noted that the time had changed for the Ribbon Cutting and requested that change be updated on the agenda. The updated agenda was approved on a motion by Karen Eades, seconded by Phyllis Roach, and passed unanimously. Approval of the April 17, 2023 minutes were not included in the packet, and therefore tabled.

Bert Eades, treasurer, gave updated treasurer's report and informed the board of current balances of \$171,000 including personal donations of over \$1,700 for the Gretna Renovation Project.

Rhonda gave an update of the renovations at Gretna, including the county replacing an HV/AC unit from the original construction that had burnt out in August, the completed electrical inspection, the shelving in the children's area being installed, and the plans to unpack and shelve books starting next week. She informed the board that at the request of County Admin, the Ribbon Cutting time had been changed to 10:00 am. Rhonda distributed handouts that included a list of donors, ceremony itinerary, and map highlighting branch updates.

Rhonda informed the PPL Foundation and Library Board that Danville Regional Foundation had approved the \$25,000 grant for the Freedom of Choice Committee. Bert and Rhonda discussed how to track those funds for the grant.

The PPL Foundation meeting adjourned at 3:15 pm.

Karen Eades, Chair, called the Library Board meeting to order at 3:15 pm.

The consent agenda containing the minutes of the July 17, 2023 Library Board meeting, the agenda without amendment and the financial and operations reports for July and August 2023 were approved on a motion by Portia Fitzgerald, seconded by Alice Shelton.

Action Items:

Updated Board Packets were distributed as members arrived.

The board was presented with a second reading of the Notary Services Policy with the only suggested correction being the removal of the individual branch names. York Pilson moved the approve the policy as corrected, Sandy Mitchell seconded, passed unanimously.

The board was also presented with the second reading of the Official Vehicle Use Policy with no corrections. Alice Shelton moved to approve the policy as presented, Phyllis Roach seconded, passed unanimously.

Rhonda informed the board that the mileage checks had to be adjusted due to a change in the mileage rate partway through the year, but the checks would be mailed out shortly.

Information Items:

Rhonda Griffin presented the Director's report, highlighting the new TLC App, new website, and summer programs.

Rhonda again stated that the Gretna renovations would be mostly completed by the 26th, and the Ribbon Cutting was on schedule.

Rhonda informed the Board that Captain Webb had completed site visits at Chatham, History Center, Borsville, and the Bookmobile. Captain Webb had several good suggestions for staff and patron safety. The library would be able to implement some of the recommendation, depending on budget. Captain Webb had also agreed to come to the Sept staff training to offer suggestions for building and staff safety. At that time, he would evaluate the Mt. Hermon and Gretna branches.

The meeting adjourned at 3:36 pm.

Next executive board meeting was scheduled for Oct 16 at 3:00 pm.

The next full meeting is scheduled for Nov 13 at 3:00 pm.