

Pittsylvania County Public Library  
Executive Committee Meeting of the Board of Trustees  
October 23, 2023  
History Research Center & Library

The Library Board of Trustees met on October 23, 2023. Karen Eades, Chair, called the meeting to order at 3:27. Karen Eades, Phyllis Roach, and Rhonda Griffin were in attendance.

The consent agenda containing the minutes of the Sept 11, 2023 Library Board meeting, the agenda without amendment, and the financial and operations reports for September were approved on a motion by Phyllis Roach and seconded by Karen Eades.

Information items:

Rhonda reviewed the Director's report including personnel updates and programs. Rhonda informed the executive team that Beth Marsh had transferred to the Chatham Branch as Branch Manager, Tim Rogers would be transferring to the Mt. Hermon Branch, and that Kim Matthews would be moving up to the Branch Manager Position. That would leave the Youth Services position open at the Brosville Branch. Rhonda also inform the executive team that Rachel Timm has accepted a position at another library and would be leaving. That would leave two Youth Services positions open. The Brosville position has already been advertised. Therefore, candidates can be selected and interviewed for both positions.

Rhonda gave the Executive Committee an update on facility needs and repair. The Chatham staff are looking into rearranging areas at the Chatham library to create a larger meeting room and more space for library staff, one of whom currently does not have space for a desk. The idea has been presented to the Public Works Director and contractors are being contacted for quotes.

Performance Evaluations are currently being completed and will be submitted to HR by November 1, 2023.

Rhonda reminded the Executive Committee that a State Library employee would be providing a presentation at the Nov 13, 2023 meeting.

The Executive Committee meeting adjourned at 3:43 pm.