

**BLACKWATER REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
April 19, 2023**

**Present**

Sylvia Claggett – Isle of Wight County  
Jennifer Cuthbertson – Southampton County  
Cathy Funk – Isle of Wight County  
Terri Hedgepeth – City of Franklin  
Connie Henderson – Isle of Wight County  
Pam Lease – City of Franklin  
Michelle Manfred – Isle of Wight County  
Jessica Moore – Sussex County  
Pam Vaughan – Isle of Wight County  
Bill Worsham – Southampton County  
Ben Neal – Library Director  
Bonnie Lauver – Assistant Library Director  
Debbie Carter – Budget & Finance Manager

**Remote (via Zoom)**

**Absent**

MeChelle Blunt – Southampton County  
Ora Briggs – Sussex County  
Deborah Dawson – Surry County  
William Scott – City of Franklin  
Denise Tynes – Isle of Wight County

Chair, Connie Henderson called the meeting of the Blackwater Regional Library Board of Trustees to order at 3:01 p.m. at the Franklin Branch.

**Consideration of Remote Meeting Participation Requests**

None

**Agenda**

Ms. Moore moved, and Ms. Hedgepeth seconded that the agenda be approved as amended. The vote was unanimous.

**Minutes**

Ms. Lease moved, and Ms. Vaughan seconded the minutes be approved as presented. The vote was unanimous.

**Public Comment**

None

**Correspondence**

None

**Library Director's Report**

**Central/System-wide Updates**

There is Senior Library Assistant vacancy in Claremont due to staff transfers/internal promotions.

BRL staff completed 20 trainings in March.

Three staff members attending VLA's Professional Library Associates Forum in late April.

Nearly 17,000 library visits in March (+11% YOY), highest non-summer visitation since pre-pandemic.

**Committee Reports**

*Budget & Finance* – Mr. Worsham – BRL is fully funded in proposed budgets for Franklin, Southampton, and Isle of Wight. Mr. Neal expressed appreciation to those advocating on behalf of the library. Mr. Worsham spoke in Southampton, and Ms. Moore and Ms. Lease attended meetings in Sussex and Franklin.

*Personnel & Policy* – Ms. Vaughan – The committee is working to update policies to present to the Board in May.

*Long Range Plan* – Mr. Neal – The committee met and will bring small changes to the Board in May.

*Nominating* – Ms. Vaughan – The committee will bring a slate of officers to the May meeting.

#### **Accounts Payable**

Mr. Worsham moved, and Ms. Manfred seconded that the accounts payable be filed for the Annual Audit. The vote was unanimous.

#### **Unfinished Business**

None

#### **New Business**

None

#### **Board Member Comments/Announcements**

Ms. Claggett – Deltas donated 100 books to BRL in March

Ms. Henderson – IOW Historical Society, Schoolhouse Museum, and Main Street Baptist Church are collaborating to sponsor a Juneteenth program, speaker will focus on Rosenwald Schools. St. Luke's Church does tours for 4<sup>th</sup> graders this time of year, other programs coming soon. Carrollton will partner with the Master Gardeners to host a plant sale on May 1<sup>st</sup>.

Ms. Moore – expressed appreciation to Bonnie and Ben for working the very successful Wakefield Friends Captain Bob's fundraiser. Waverly Friends sponsoring annual plant spring plant sale and first farmer's market of the season on May 9<sup>th</sup>. BRL will be represented at Waverly's Cinco de Mayo event.

Ms. Hedgepeth – RMA's High School Art Show opens on May 4<sup>th</sup> and will be up until Memorial Day weekend.

Mr. Neal – National Library Week begins April 24<sup>th</sup>. He will deliver treats to branches on National Library Workers Day (April 25<sup>th</sup>). Special events will be posted on Facebook.

#### **Announcement of Next Meeting**

The next meeting of the Blackwater Regional Library Board of Trustees will be at 3:00 p.m. on May 17, 2023 at the Franklin Branch.

#### **Adjournment**

Ms. Henderson adjourned the meeting at 3:36 p.m.

Respectfully submitted,

Debbie Carter for  
Terri Hedgepeth, Secretary