

Richmond County Public Library Board of Trustees  
Minutes –August 14, 2018  
RCC Warsaw Campus Board Room

Members Present:      Janice Dockins, Chair                      Margaret Kurtz, Finance  
                                 Susan Gouldin    Courtney Sisson  
                                 H. Gwynne Tayloe

Also Present: Dan Ream, Library Director; Ruth Lynn, Outreach Coordinator; Linda Taylor, recorder.

J. Dockins called the meeting to order at 4:07 p.m. and welcomed all.

Minutes – C. Sisson moved to accept the June 12 Minutes as presented. M. Kurtz seconded. Motion carried.

Financial Report – M. Kurtz presented the June 2018 Cash Report: Beginning Balance, \$29,592.04; Total Deposits, \$250.90; Total Disbursements, \$16,801.73 and an Ending Balance of \$13,041.21. The Union Small Business Checking Account has a balance of \$3,637.85 with no June activity.

M. Kurtz also presented the July 2018 Cash Report: Beginning Balance, \$13,041.21; Total Deposits, \$30,503.31; Total Disbursements, \$1702.18 and an Ending Balance of \$41,812.34. The Union Small Business Checking Account has a balance of \$3,637.85 with no July activity.

D. Ream reported \$3000 from the Gray Funds were deposited with the Dolly Parton program. A detailed expenditure statement will be received monthly and the amount due would be deducted from the deposit. While the remainder of the Gray Fund is dedicated to the Dolly Parton program, discussion ensued about banking options where the funds might draw some interest. C. Sisson agreed to research the options and report her findings at the next meeting.

Old Business - Trustee replacement – Trustees agree to have S. Gouldin contact potential candidates and to report her findings at the next meeting.

D. Ream noted that July 1, was the official 25<sup>th</sup> anniversary for the public library. Trustees discussed ways to acknowledge this milestone. Suggestions included usage of the electronic sign, brochures and articles in local publications. D. Ream will make inquiries and follow-up at the next meeting.

New Business –Library Report – D. Ream reported on the following: library resources data usage, a new staff member, Megan Lindsey from Urbanna, a \$500 anonymous donation, preparing yearbooks for mailing, noted the Northern Neck News digitalization was complete, and 129 children registered with the Dolly Parton program and children should have already received their first book.

Outreach – R. Lynn reported the Summer Reading Program had ended. Over 800 people attended the programs held at the Richmond County Elementary School and on campus. The Teen programs showed 59 attendees. Ruth noted she was revamping the program for next year. S. Gouldin gave some outreach reading recommendations while collaborating with the local school. R. Lynn reported a September 15 event featuring local children’s author, Jodi White and a musical performance by Celeste Gates and Cheryl Davis.

FOL Report- L. Taylor reminded everyone about the September 13 author luncheon, featuring Liza Mundy and her book, **Code Girls**.

The next scheduled meeting is Tuesday, September 11, 2018. With no further business, C. Sisson called for adjournment. S. Gouldin seconded. Meeting adjourned at 5:00pm.