

**Cape Charles Memorial Library
201 Mason Avenue
Combined Board of Trustees and Friends of the CCML Meeting
Wednesday, August 10, 2016
5 PM**

- 1. Call to Order**
- 2. A Technological Demonstration**
- 3. Public Comments**
- 4. Endorsement of the Agenda**
- 5. Approval of the July minutes for both the Board and the Friends**
- 6. Old Business for the Board, A Timely Project (hopefully) shared by the Friends**
 - Upcoming U.S. Anniversaries
 - An Upcoming Library Anniversary
- 7. New Business for the Board - Monthly Reports**
 - To be Distributed and Tabled until September
- 8. Completion of the Friends Agenda including Old Business, New Business, and other items**
- 9. Notice of a meeting to share ideas, and discuss goals both immediate and longer-range for the two cooperative groups to be held hopefully during the week of September 19th**
- 10. Adjournment**

Please email vtpatriot@baycrk.net if you will be unable to attend this August meeting.

Next meeting: September 14, 2016.

Cape Charles Library Board Meeting Minutes July 13, 2016

The meeting was called to order by Chairman Roger Moyer. In attendance were the following members; Roger Moyer, Kim Dunton, Jackie Chatmon, Nancy Vest and Ann Rutledge, Librarian. Absent members included Dianne Davis, Tom Godwin, and Sue Panik. In Dianne's absence, Kim agreed to take the minutes.

A quorum was established. There were no speakers from the public.

The June minutes were reviewed.

MOTION: Jackie moved, Kim seconded and the minutes were unanimously approved with corrections.

Director's Reports, including Monthly, Statistics and the Summer Reading Program Statistics were reviewed. Ann explained attendance and library usage is usually the busiest during the month of July, peaks and then begins a downward trend. All reports were unanimously approved.

OLD BUSINESS:

Nancy handed out the results of the *Library Board's Self Evaluation* for review and discussion. It was noted that there are areas which are still a work in progress by the board. There are also areas, such as continuing education for board members, which are hampered due to lack of funding.

The Strategic 5 Year Plan was reviewed. This report has been referred to by several titles, causing confusion with board members. The board decided to officially rename this report the *5 Year Strategic Plan*. After review, Ann was asked to "clean it up" and to send it to Roger.

NEW BUSINESS:

Roger asked the library staff for their reflections on what summers are like in our library. Ann referred to her library reports and noted that statistics have been up. She mentioned that the library has a Fine Amnesty for kids. For every 200 minutes of reading, a fine is removed from that child's fine list. Brown Dog Ice Cream partners with the library for Summer Reading Program Reward Certificates. The CCML has established an honor

for checking out books, CD's, etc. for our summer tourists and guests who do not own a library card. She stated that it has been very successful thus far.

Nancy attended a program at the University of Richmond sponsored by the Virginia World War 1 and World War 11 Commemoration Commission . This commission would like to see state-wide multi-year events for the commemoration of WW1 (100th anniversary on 4/6/2017) and WW11 (75th anniversary on 12/8/2016). There are some grants available to help financially assist organizations when planning events. The board expressed interest in participating in this celebration, perhaps co-sponsoring with other local organizations such as the American Legion Post 56 in Cheriton. Further discussion will take place in the coming months. There being no further business, the meeting was unanimously voted to adjourn.

Respectfully submitted,