



Thomas Balch Library Advisory Commission Minutes 13 April 2022

Commissioners Present: Adrian Dias-Mattina; James H. Hershman, Jr., Chair; Mandy Kinne; Mary Pellicano; Russ Woolard

Commissioners Absent: Martha Schonberger, Vice Chair

Others Present: Don Cooper, Chair, Friends of Thomas Balch Library

Staff Present: Alexandra S. Gressitt, Library Director

Meeting convened by Hershman in lower level meeting room, Thomas Balch Library, at 7:05 PM.

Electronic Recording Statement: It is the practice of the Town of Leesburg to record meetings of the Town's standing boards and commissions.

Minutes of 09 March 2022 meeting were approved on a motion by Dias-Mattina and a second by Pellicano.

Library Director: Report Distributed and attached.

Friends of the Thomas Balch Library, Inc.:

- The Friends next meeting, in person at Thomas Balch Library, is 10:30AM Tuesday 17 May 2022 TBD in-person/Teams.
- The next issue of the *Balch Chronicle* is scheduled for May
- The next fundraiser has been scheduled for 11 September 2022.
- \$1,200 in donations earmarked for May 6th Library Anniversary event. Already delivered a check for \$1,000.
- Friends are re-evaluating proposed 100th Anniversary events.

Thomas Balch Library Endowment Foundation: Gressitt, Secretary/Treasurer reporting

- The next board meeting, in person, is noon, Tuesday, 17 May 2022 @ noon. The Director of Finance and Administrative Services has been invited to attend.
- At the last meeting the Board voted up to \$3,000 for creation and publication of a commemorative history booklet for the 100th Anniversary of the Library.

Old Business

- Catalogue Project: Gressitt reported on the status of the project. The Foundation voted up to \$60,000 to pay OCLC for the project. The Town is working with the Library Director to provide appropriate staffing to conduct/complete the project.

- Historic marker for Potters Field: Hershman reported on progress – a memo had been transmitted to the Council; Council voted \$15,000 for the project. Currently working with Parks and Rec to identify an appropriate site for a sign; Gressitt and Hershman will visit H W Parker & Son in Hamilton to select a monument and will write the appropriate text.
- 100th Anniversary celebration – Gressitt reported on the event – sharing images of the log and how used; the tree originally selected was a Miss Kim Lilac, however due to appropriate stock availability it will be a Lavender Twist, Weeping redbud. There was general discussion about holding events throughout the year with the Friends holding their annual fundraiser and maybe a second event during the summer. The library, in addition to the two exhibits and one Sunday lecture, with sufficient assistance from volunteers, will consider holding two open houses so that all the public will be welcomed into the celebration – the would be held on Sunday afternoon – one in the fall 2022 and one in the spring of 2023.

New Business:

- The library is reviewing its meeting room policy and working with the Town Attorney's office to bring it into line with Town Hall's meeting room policy. The Library Director noted that the fees charged for the meeting room \$10/\$20 per hour nonprofit/for-profit had not been altered since 2000. The Town has recently upgraded electronic equipment available to the public for use and based on feed back from those who lease the meeting room, the Library Director recommended for the Commissions consideration an increase to \$20/\$30 per hour nonprofit/for-profit. Following discussion in which Commissioners felt the increase was reasonable on a motion by Woolard, seconded by Dias-Mattina the Commission voted unanimously to recommend increasing the rental fee from \$10/20 to \$20/30 nonprofit/profit to reflect increased technological and staffing costs effective at the start of the next FY (July 1).
- Hershman noted that Elizabeth Scheib has been elected to fill one of the vacancies on the Commission – her appoint to run through December 2022.

Councilmanic remarks: None

Commission Comments: Commissioners were pleased to meet together and expressed concern for Martha Schonberger. There was general discussion of how to honor Martha should she resign.

Next meeting is scheduled for Wednesday, 11 May 2022 @ 7PM in the Lower Level meeting Room at Thomas Balch Library.

On a motion by Woolard and a second by Dias-Mattina the meeting adjourned at 8:25PM.

Respectfully submitted,

Alexandra S. Gressitt
Library Director
14 April 2022