

CULPEPER TOWN AND COUNTY LIBRARY

105 EAST MASON STREET
CULPEPER, VIRGINIA 22701

BOARD MEETING

February 8 at 7:30 p.m. at the Library

AGENDA:

1. Discussion of Clore property agreement
2. Discussion of how to raise funds

ATTENDANCE IS OF UTMOST IMPORTANCE!

The Board of Directors of the Culpeper Town and County Library met in the library on February 8, 1993 at 7:30 P.M. with Daryl Nelson presiding. The meeting followed the announced agenda to discuss the Clore property and to discuss how to raise funds.

Clore Property: Hartman- if we do not build library on the site, property will revert to family. Board is not in a position to contract immediately.

Made the following proposals:

- A. an exclusive option to purchase at any time within the next 4 years.
- B. annual payment of \$10,000 at beginning of each of the 4 years. (They cannot terminate option- if give up-not liable)
- C. purchase price to remain at \$200,000.
- D. option amount not applicable to purchase price.

Mr. Hartman made a motion that we have our attorney, Charlie Barrell, do a title search and give us a review in writing that we are legal. If purchased for \$200,000 and financed at prime rate-6%- it would be \$12,000 more per year. Motion was seconded by Earl Scott and carried unanimously.

How to Finance: Need to go to Town and to County or to some combination of the two.

Do an overall analysis of adjoining counties;

- 1. median income
- 2. tax base
- 3. school expenditures
- 4. real estate info.

Appoint committee to get data to present to town or county or both. Check into Market Research consultants. (PD9 and Chamber of Commerce)

The following committee was appointed to search for a consultant:

- Snead- chr.
- Ecton
- Bernardo
- Gravely

Chris Jebson made a motion that the committee be empowered to hire someone as a Market Research Consultant. Seconded by Sandi Cressman and carried.

Other Business: 1. Water bill seems to be out of proportion. Rawley Coleman will have water checked. May have leak somewhere.

2. Painting- Jesse May will prime all sills and repair and paint all windows for \$1,075. A motion by Cloeman, seconded by Bernardo, that we employ him to do this carried.

3. Coastal MArt, Inc. wishes to drill a test bore of soil to monitor ground water. Board did not accept.

Meeting adjourned at 8:55 P.M.

Respectfully submitted,

Esther P. White, Secretary

Members present: Nelson, Snead, Garrett, Ecton, Jebson, Hartman, Scott, Bernardo
Gravely, Poole, Brown, Coleman, Cressman, White

CULPER TOWN & COUNTY LIBRARY	FY 1993 BUDGET	ACTUAL EXPENSES												TOTAL	OVER BUDGET					
		JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE							
REVENUES:																				
County	\$63,350	\$15,838	\$15,838									\$15,837						47,513		
Town	63,350	5,163	10,327	5,163	5,163	5,164	5,163	5,163	5,164	5,163	5,164	5,163	5,164					41,307		
Fines & misc. & gifts	8,000	1,008	906	830	2,189	874	1,222	1,753										11,079	\$3,079	
State aid	41,952	10,490		10,490								10,490						31,470		
TOTAL REVENUES	\$176,652	\$11,498	\$21,907	\$16,483	\$23,190	\$6,038	\$16,875	\$22,754	\$0	\$0	\$0	\$16,875	\$22,754	\$0	\$0	\$0	\$0	\$131,369	\$3,079	
EXPENSES:																				
Salaries	\$97,900	\$8,234	\$8,086	\$7,889	\$8,015	\$7,949	\$8,467	\$8,171											64,974	
Retirement	4,600																		0	
Payroll taxes	7,480	630	619	604	626	608	658	625	625	625	625	625	625						4,995	
Books--state	31,465	547	5,303	5,910	4,246	2,931	4,487												23,424	
Books--local	4,400	633	1,032	183	287	100	600												2,835	
Library supplies	2,500	230	118	381	498	51	1,180												2,857	\$357
Contract costs	835		320		312	507													1,139	\$304
Maint.--bldg & grounds	2,520	133	122	208	204	53	6,880	331											8,157	\$5,637
Electricity	4,700	321	419	654	233	245	490												2,362	
Water/Sewer	320	20	26	62	34	54	71												267	
Telephone	1,375	162	156	133	114	149	122	117											1,073	
Heat	2,100	5	15	16	71	204	329	249											906	
Insurance--general	2,520	228	81																309	
Insurance--health	3,150	243	243	243	282	282	282	565											2,383	
Equipment	0				216														216	\$216
Postage	625	49	29	59	145	39	58												408	
Travel	940	49	49	97	368	104													618	
Books by mail	8,000					4,000													4,000	
Audit / Misc	850		1,000																1,000	\$150
Sub total	176,280	11,435	16,298	11,569	15,843	22,834	17,277	17,037	17,048	0	0	0	0	0	0	0	0	0	121,923	6,664
Development exp.			2,359	2,216	45	7,418														
TOTAL EXPENSES	\$176,280	\$11,435	\$18,657	\$13,785	\$15,888	\$22,834	\$17,277	\$17,037	\$17,048	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$121,923	\$6,664

Fundraising Campaign

All or part of the costs are financed through a fundraising campaign that may involve a professional fundraiser or may be conducted by a local committee.

Examples:

Blue Ridge Regional Library
Rockingham Public Library
Rockbridge Regional Library

Donor/Endowment

An individual may provide all or part of the construction costs. A donation of the entire cost, or a substantial part of it, usually comes with the stipulation that the library be named for that person or a member of the family. In some cases, the library is also endowed. (The last time a Carnegie Corporation grant was given to finance the construction of a public library building was in 1917.)

Examples:

Walter Cecil Rawls Library and Museum
Lewis Egerton Smoot Memorial Library

Borrowing

This may be an option but it should first be checked out by an attorney. State law does not give a library board the authority to borrow money if the library is part of the local government. It may be different for a library organized as a non-profit corporation but legal opinion should be sought before taking this action.

Example:

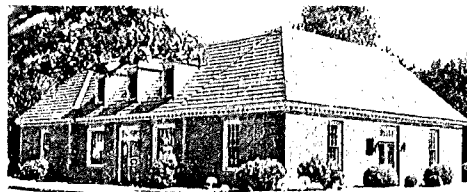
Rockingham Public Library

Library Services and Construction Act, Title II

Availability of funds to the states is subject to congressional approval. These are competitive grants and local matching funds of at least 50% is required.

Examples:

Many of the libraries listed above as well as others have received federal funds for construction projects.



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105 EAST MASON STREET
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CULPEPER LIBRARY FOUNDATION BOARD

Betty Adair 620 Country Club Rd.	<i>2 yr</i>	825-0777
Otis Burke 2425 Orange Rd.	<i>2 yr</i>	825-1666
Stan Dunford-Jackson 218 West Asher St.	<u>CHAIRMAN</u> <i>4 yr.</i>	825--4978 (829-7350)
Mary Fray 328 West Asher St.	<i>1 yr</i>	825-1822
Angus Green 1931 Orange Rd.	<i>4 yr.</i>	825-8043
Patsy Hudson 1950 White Shop Rd.		547-2224
Giles Miller 502 South Macoy Ave.		825-8732
Quintin Mullins 740 Yowell Dr.		829-6783 (825-4800)
Betty Roberts 596 Meadowbrook Dr.		(825-7615)

(WORK NUMBER)

Librarian's Report

State Aid-Update

I attended Legislative Day in Richmond on January 21. I talked with Butch Davies about the economic state of affairs for Virginia Libraries and presented him with a gift book (Oxford Book of Quotations) from the Virginia Library Association. I also thanked him for his support. I was unable to speak with Sen. Kevin Miller because he was late because of icy roads. I did talk with his aid who assured me that he usually supports libraries.

Both the Senate Finance Committee and the House Appropriations Comittty have recommended restoration of funds to support state-aid to public libraries. The Senate is recommending an increase of \$4,000, 000 while the House is recommending \$4,900,000. The lower amount is the amount required to keep Virginia's Federal Aid and the larger amount would keep us at this year's level. Full funding according to the state-aid formula is obviously something that we will have to work to achieve in next year's budget.

Budget Hearing

Our Budget Hearing with the County Board of Supervisors is scheduled for Thursday, April 22. The worksession starts at 7:00 p.m. This year there will be an opportunity for public comment on the budget on Thursday, March 4.

Leadership Development Program

We have received the list of recommended books from the Chamber of Commerce. There were two books on the list that were already owned by the library. The others have been ordered. Since the list is relatively short, I am identifying other titles that might be helpful to those enrolled in the program.

Retrospective Grant Application

I would like to reconsider filing a grant application this month. It appears that federal grant money will still be available next year, so we have the option to delay this project until closer to the time we will be in a new building. This will enable us to do a better job of preparing our shelf list. It will also save us the cost of maintaining the records during the interim.

Building and Grounds

I would like to thank Rawley Coleman and Earn Yeargin for the repair job they did on the exterior doors to the children's room. The doors are now flush to the floor and will keep drafts and critters out.

February, 1993

FINANCING LIBRARY CONSTRUCTION PROJECTS: OPTIONS

Building projects usually involve funds from more than one source, although some are constructed from a single source.

Local Government: Capital Budget

The county, city, and/or town provides funds (all or part) for the project under its capital projects budget. The locality may have budgeted the funds over several years for this purpose.

Examples:

Salem Public Library (addition to building)
Staunton Public Library (renovation of a vacant school building)
Alexandria Public Library

Bond Referenda

Local government holds a referendum to decide whether the local government shall sell general obligation bonds for funding capital improvements for the library, to be repaid over an extended period of time. The library project may be a single issue or part of a package for other capital projects.

Examples:

Chesapeake Public Library
Loudoun County Public Library
Chesterfield County Public Library

Issuance of Bonds without voter approval

Local government sells bonds without holding a referendum.

Example:

The City of Bedford elected to use this method.

Securities

All or part of the construction costs may be paid from stocks or other securities held by the library.

Example:

Smyth-Bland Regional Library (partial financing)

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2-8-93

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