

Town Council Planning Commission

Work Session Agenda

August 31, 2006

2:30 P.M.

At approximately 2:30 p.m. on August 31, 2006 in Town Council Chambers, Mayor Dora Sullivan called to order a Work Session for Town Council. In addition to Mayor Sullivan, present were Council persons John Burdiss, Mary Harris, and Chris Bannon. Also present were Town Manager Tim Krawczel, Librarian Ann Rutledge, Town Clerk Joy Pelletier and two members of the public.

Business

Mayor Sullivan explained the purpose of the meeting was to discuss the duties and the goals of the Town Librarian, Ann Rutledge.

Ms. Rutledge read the Mission Statement of the Library. She then explained every library is dedicated to a specific principle or interest. Some libraries may be dedicated to educational texts, some to reference texts. She stated Northampton Memorial Library was dedicated to popular materials (entertainment). Ms. Rutledge also explained the relationship of the libraries on the Eastern Shore of Virginia and how, although the Northampton Memorial Library in Cape Charles was owned by the Town, the four libraries work as a unit to exchange materials. She mentioned through grant funds the Accomac regional library was able to give our library fifteen books each month as well as supply all of our computer supplies.

Ms. Rutledge then detailed the activities that allow her to meet her major objectives. The objectives included: (1) providing a resource for the community to fulfill its informational needs; (2) promote the library services and provide outreach to the un-served; (3) recruit new volunteers and Friends of the Library. She outlined her various daily duties and those of her volunteers. The duties encompass story time, book sales, weeding the book shelves, shelving books, checking in/out of materials, ordering books, answering questions as a resource to residents and tourists, introducing the library to the Hispanic Community, etc.

Ms. Rutledge explained our library was able to be more flexible in serving the tourists, as well as having free books to offer to children in the area. Fund raising was touched on lightly and both the Friends of the Library and the Library Board were thanked for their generosity and support.

Her wish list included the need to expand, need for adequate lighting, additional electrical outlets, returning the corner stone to the masonry on the building, 2 new computers, wireless internet capabilities and new front doors.

Motion made by Mary Harris, seconded by Chris Bannon and unanimously approved to adjourn the Work Session.

Mayor

Town Clerk