



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: February 8, 2011  
Item No.: 11  
Department: County Administration  
Staff Contact: W.W. Bartlett  
Issue: Request from Local Library Board

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**Summary:** Attached for your consideration is a request from the local library board regarding the disposition of funds generated by the sale of the old library building.

**Attachments:** Letter from Patty Pugh, Chair, Local Library Board

**Recommendation:** I am seeking guidance from the Board regarding its thoughts on how to proceed and/or respond to this letter of request.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

Received

JAN 18 2011

January 19, 2011

Dear Wade and Gerry,

The local library board would like to present the accompanying request to the members of the Board of Supervisors and Town Council. We would appreciate your advice as to the best way to move forward with this.

We would welcome the chance to meet with you again to discuss this if you feel that it might be useful, or if you would recommend that each of you simply include this letter in your next meeting packet, that approach would be fine with us as well.

Please contact me (392-3611) at your convenience to let the local library board know your thoughts here.

Sincerely,

*Patty Pugh*

Patty Pugh

Chair, local library board

Advisory Board  
Farmville–Prince Edward Community Library  
1303 West Third Street  
Farmville, Virginia 23901

January 19, 2011

To the members of the Prince Edward County Board of Supervisors  
and Farmville Town Council:

The Board of the Farmville–Prince Edward Community Library requests your consideration of the following thoughts about disbursement of the proceeds from the sale of the old library building at 217 West Third Street. We are currently advertising the building but have not yet received an acceptable offer.

You will recall that the once-empty and almost derelict building underwent renovation to become a public library largely by means of donations from local organizations and individuals who intended that their gifts would be used for library purposes. We are well aware that town and county funds in generous amounts have built a truly wonderful new library, and, for this, we—along with a large community of library users—are delighted and grateful. However, we are as aware as you that the new, larger facility is going to require increased financial support.

The local library board has already paid bills related to equipping the new library, including among major expenses:

- Payment for coin boxes and printer/copier contract: \$11,814
- Equipment and installation charges for two staff computer work stations: \$3,968

In addition to these expenses, not budgeted in the building program, there will be additional needs including such items as:

- Scheduled computer replacement over the next five years: \$61,200
- Security cameras (8 at \$200 each plus software at \$1,000): \$2,600
- Two Discovery Station computers for children’s room: \$3,000
- Retrofitting to make the circulation desk workable: cost to be determined (The “designed” desk now in use, specified by the interior design team that worked on the

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library so successfully in other areas, is dysfunctional, and the designers will not take responsibility for repairs.)

You know that *if*, in any given fiscal year, the Regional Board requests town and county support to cover such expenditures as these, and *if* the library's budget request is fully funded, the state will not want to see a decrease in support from our local governing bodies in the following fiscal year. If, however, at least in the near future, the Local Board had contingency funds of its own, through careful management it could pay for some of the capital expenditures of the sort listed, and the local governing bodies would not face either erratic and compounded increases in the library's budget request or requests for special appropriations.

We propose that the Local Board retain the proceeds from the eventual sale of the building that it has owned and cared for for over 20 years. In an ongoing commitment to the individuals and organizations whose contributions helped establish the original Farmville–Prince Edward Community Library, and in the spirit of your Memorandum of Agreement's stipulation that "the current library building shall be sold and . . . the proceeds of sale shall be used to purchase furniture and fixtures for the new library building," the Local Board proposes to apply the proceeds of the sale to current and future needs of the library. It will present to both governing bodies an annual statement of disbursements. Ideally, it will maintain a contingency fund into the near future to cover some furnishing and equipment costs, both projectable and unexpected. In short, the Local Board proposes to work with the Town and the County to make every effort to prevent surges in the library's annual budget for as long as possible and to keep our beautiful new library in opening-day condition or even better.

We appreciate your consideration of this proposal.

Sincerely,



Patty Pugh, Chair

Signing on behalf of Lowell Frye, Myra Green, Sondra Hicks, and Robin Sedgwick