

79

LONESOME PINE REGIONAL LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
APRIL 4, 2024

PRESENT:	Mr. Lu Ellsworth	ABSENT:	Ms. Jennifer Meade
	Mrs. Roberta Smallwood		Ms. Ethel Daniels
	Mr. Chris Allgyer		Ms. Martha Jett
	Ms. Vickie Barton		Ms. Rebecca Scott
	Mrs. Earlene Lester		
	Ms. Carolea Newsome		
	Ms. Tammy Scott		

Others Present: Shannon Steffey, Director
Onedah Stanley, Business Manager
Jennifer Hall, IT Coordinator
Debbie Yates, Administrative Assistant

The regular meeting of the Lonesome Pine Regional Library Board of Trustees was held on Thursday, April 4, 2024, at the Wise County Public Library. The meeting was called to order by Chairman Ellsworth.

- I. Mr. Allgyer made a motion to adopt the agenda as presented. Ms. Barton seconded and the agenda was adopted.
- II. There were no citizens to speak.
- III. Mrs. Smallwood made a motion to approve the March 7, 2024, minutes as presented. Ms. T. Scott seconded and the motion carried.
- IV. Mrs. Smallwood reported that monthly payables had been reviewed. Printouts of monthly payables for March and financial statements were distributed. After discussion, a motion was made by Mrs. Lester to accept the financial report as presented. Ms. Barton seconded and the motion carried.

The following check numbers were reported:

	<u>Beginning</u>	<u>Ending</u>
General Fund	43636	43706

- V. Director's Report -

Library Highlights

In her PowerPoint presentation, Ms. Steffey shared photos of various programming, events and displays throughout the month of March including community guest readers at LPRL's children's classes and LPRL staff as guest readers at local schools participating in National Read Across America Week (March 2-6) activities, egg hunts, visits with the Easter bunny, themed dress-up days, and educational programming for preschool, school-aged children, and adults. Bingo, crafting, book clubs, and crochet clubs were well attended by the adult patrons. Library staff developed outreach events for local schools, Senior Centers and a Rotary Club during the

80
month. Some photo highlights were included from the performance of The Velveteen Rabbit at The Carter Family Fold in Scott County.

Grants/Donations

- Ms. Steffey expressed her gratitude to the Virginia Commission for the Arts for the touring grant award, to Scott County officials for collaborating with LPRL, and to Ms. Griffin, Scott County Branch Manager, who spearheaded the project, and to the Barter Theater players for their excellent performance of The Velveteen Rabbit at the Carter Family Fold on March 17. Attendance of 266 was recorded.
- Ms. Steffey met with Mr. Vanover on behalf of the RAPHA Foundation. She expressed the library's appreciation to the Foundation for their continued support of the Lonesome Pine Regional Library. They had a productive discussion about new programming initiatives.
- She updated trustees on the Gibbs grant 2023 fund expenditures.
- She is finalizing a Gibbs grant request for 2024 for submission by the end of April.

Administrative Highlights

- The Wise County Administrator updated Ms. Steffey on the status of the Wise Library roof replacement/building repair and budget talks.
- Wise County Historical Society will partner with the Wise Library to host a genealogy research class.
- Ms. Steffey informed trustees of several networking meetings she attended in March. She demonstrated databases available on the LPRL website and provided information about services LPRL libraries offer.
- Annual branch manager performance evaluations have been completed.
- Ms. Steffey noted that the proposed Virginia minimum wage bill was vetoed.
- Administrative staff continue to work to finalize the budget for FY2024-2025.
- Ms. Steffey introduced Ms. Jennifer Hall, IT Coordinator. Ms. Hall presented a virtual demonstration of new security cameras installed at the Wise Library. She also demonstrated a new virtual recordkeeping tool on LPRL's website called Beanstack that works in conjunction with reading challenges. Beanstack is provided at no cost by the Library of Virginia.

Items circulated for trustee review:

- Local newspaper press releases and articles
- National Library Week (April 7-13) activity flyers
- Security camera cost comparison sheet

The following items were distributed in trustee folders:

- ❖ Financial Statements
- ❖ Accounts Payable Checks Listing for month of March 2024
- ❖ Monthly Stats Report for February 2024

VI. Mr. Allgyer gave an update for the Policy Review Committee. He has scheduled to meet with Ms. Steffey next week to discuss and prioritize items for review. He anticipates that the committee will have in-person meetings as well as virtual.

VII. Unfinished Business - None

VIII. 1. A proposal of new charges for printing costs was distributed for trustees review. Ms. Steffey asked for board guidance regarding an increase in printing fees to the public. The increase is needed based upon her research of other Virginia libraries and local organizations that provide printing services and the considerable increase in the cost of paper and printing supplies. She noted that LPRL has not increased the printing fee in 44 years. After discussion, Ms. Barton made a motion to approve the proposed new charges; seconded by Mr. Allgyer. The motion was approved.

2. The Friends of Lee Libraries submitted a fundraising letter requesting permission to conduct a used book sale at Lee County Public Library on May 17 and 18, 2024. After discussion, Mrs. Smallwood made a motion to approve the fundraising request as submitted. Mrs. Lester seconded and the motion passed.

3. Ms. Steffey updated trustees on the Big Stone Gap Library Renovation Project and possible funding options. The Renovation Project is in collaboration with Wise County Administration. After deliberation, Ms. Newsome made a motion that, based upon today's board discussions, the board approve the continuation of the Big Stone Gap Library Renovation Project as originally proposed. Mr. Allgyer seconded. The motion unanimously passed.

In addition, Ms. Newsome made a motion that the board approve for the Library Director to initiate funding efforts as described today to alleviate any deficits that the construction budget might encounter. Mrs. Lester seconded and the motion passed unanimously.

After discussion, there was board consensus that the next regular meeting of the Board of Trustees will be on Thursday, May 2, at 1:00 p.m. at the Jonnie B. Deel Memorial Library in Clintwood.

No further business was discussed. Ms. Barton made a motion to adjourn; seconded by Mr. Allgyer. Meeting adjourned at 2:30 p.m.


Secretary


Chairman