

LONESOME PINE REGIONAL LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
MAY 2, 2024

PRESENT:	Mr. Lu Ellsworth Ms. Jennifer Meade Mrs. Roberta Smallwood Mr. Chris Allgyer Ms. Vickie Barton Ms. Ethel Daniels Mrs. Earlene Lester Ms. Carolea Newsome Ms. Rebecca Scott Ms. Tammy Scott	ABSENT:	Ms. Martha Jett
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Others Present: Shannon Steffey, Director
Onedah Stanley, Business Manager
Kim Rose, Branch Librarian of Clintwood and Haysi libraries
Debbie Yates, Administrative Assistant

The regular meeting of the Lonesome Pine Regional Library Board of Trustees was held on Thursday, May 2, 2024, at the Jonnie B. Deel Memorial Library in Clintwood. Chairman Ellsworth welcomed everyone to the Clintwood Library and called the meeting to order.

I. Ms. Barton made a motion to adopt the agenda as presented. Mrs. Lester seconded and the agenda was adopted.

II. Ms. Kim Rose was introduced to the meeting. She welcomed trustees to the library. She expressed excitement about Summer Reading events and distributed program flyers from the Clintwood and Haysi branches. Ms. Rose invited trustees to a tour of the library and thanked them for their support.

III. There were no citizens to speak.

IV. Ms. T. Scott made a motion to approve the April 4, 2024, minutes as presented. Mr. Allgyer seconded and the motion carried.

V. Mrs. Smallwood reported that monthly payables had been reviewed. She noted expenditures for performers and entertainers during Summer Reading. Printouts of monthly payables for April and financial statements were distributed.

The following check numbers were reported:

	<u>Beginning</u>	<u>Ending</u>
General Fund	43707	43776

Library Highlights

LPRL libraries shared photos of programming, special events and displays during the month of April. Some highlights included National Library Week (April 7-13), Solar Eclipse (April 8), and Earth Day (April 22). Community guest readers participated in programming during National Library Week. The libraries connected with the community by participating in outreach programs with local schools as well as by providing library tours for elementary school classes. Approximately 30 Students from UVA-Wise participated in a "Day of Service" outreach at the Wise Library. Adult and senior center programs are doing well. Ms. Steffey reviewed more activities throughout the branch libraries, praising the creativity and innovation of LPRL programmers and staff. New materials and enhancements were showcased in some of the photos. Ms. Steffey and library staff expressed gratitude for their recent grant awards. The funds have allowed the libraries to add educational materials and enhancements for patron engagement.

Administrative Highlights

- Administrative and library staff were busy planning and implementing programming for special events about the solar eclipse, National Library Week and Earth Day in addition to regular programming. Preparations have begun for graduation of preschool classes and Summer Reading kickoff.
- Administrative staff are continuing with the installation of security cameras for branch libraries.
- LPRL's Business Manager and Ms. Steffey have been working on financials and budget development.
- Ms. Steffey has written grants for several upcoming opportunities.
- Administrative office staff and library managers attended the annual John R. Fox, Jr. Literary Festival at Mountain Empire Community College in April. A large crowd was in attendance to hear guest authors, Adriana Trigiani and Barbara Kingsolver, and for the announcement of winners of the 2024 Lonesome Pine Short Story and Poetry Contests.
- Ms. Steffey and Mr. Allgyer met to discuss areas of priority for the Policy Review Committee.
- Ms. Steffey attended a literary stakeholder meeting this month. Regional literary groups from Northeast Tennessee and Southwest Virginia came together to discuss services to refine their offerings to cover the broad spectrum of needs.
- LPRL has been invited to MEOC's 50th anniversary celebration to be hosted at UVA-Wise in June.
- Library staff worked with the Director to complete the annual magazine renewal process.
- All branches have implemented LPRL's new copying charges. Ms. Steffey has received one anonymous call to voice a complaint regarding the increase.
- Ms. Steffey updated trustees on personnel matters.

Grants/Donations

- The Phipps Foundation awarded grants of \$1,500 each for Dickenson County libraries. The funds were allocated for adult programming. Ms. Steffey expressed her appreciation to Ms. Rose for taking the lead in the endeavor.
- The Wise County Recreation Authority gave a donation to the Wise, Coeburn, and St. Paul libraries. The funds are earmarked for children's programming.

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- The Wise Library received a donation of \$250 from the Lions Club in Norton in honor of Amy Rolen.
 - Ann Mullins Washburn requested to donate a framed photo to the Wise Library. The donation is on the agenda for discussion under Item IX. New Business.
 - Ms. Steffey outlined new grants that have been submitted on behalf of the libraries.
 - The Virginia Commission of the Arts grant is finalized.
 - The Rapha Foundation has awarded a grant for 2024-2025 to the Friends of LPRL Corporation to benefit the Wise and Dickenson County libraries' pre-school programs.

During discussions, Ms. Meade thanked Ms. Steffey for her work on grant writing. She felt that is a good way to expand library programs. Ms. Daniels also noted that she had contact information in regards to Wells Fargo grant opportunities to share with Ms. Steffey.

Items circulated for trustee review:

- Local newspaper press releases and articles
- Summer Reading Program flyers from LPRL libraries

The following items were distributed in trustee folders:

- ❖ Financial Statements
- ❖ Accounts Payable Checks Listing for month of April 2024
- ❖ Monthly Stats Report for March 2024
- ❖ Spring/Summer 2024 Mailbox Library brochure

VII. On behalf of the Policy Review Committee, Mr. Allgyer stated that he and Ms. Steffey met to discuss an overview of the committee's purpose and goals. The first areas for review will be collection development, materials requests, and reconsideration or challenges of materials. Mr. Allgyer noted that the Policy Review Committee will meet following today's board meeting and invited trustees with an interest in this area to attend.

Chairman Ellsworth noted that this may be the first comprehensive review of the regional library's policies during his tenure and a major task that is necessary to support the library into the future. Mr. Allgyer stated that the committee will work methodically over time to review and develop a new manual.

VIII. Unfinished Business - None

IX. 1a. A fundraising proposal was submitted by Friends of the J. Fred Matthews Memorial Library requesting permission to hold/participate in the annual Cooks 'N Books fundraiser on Saturday, July 27. This year will be their 12th annual Cooks 'N Books fundraiser if approved. The Friends group raises money to assist the library with programming, supplemental books funds, and enhancements to the library facilities. After discussion, Ms. Daniels made a motion to approve the fundraising request as presented. Ms. Meade seconded and the motion was approved.

b. The Friends of Scott County Library submitted a fundraising letter requesting approval to host a Bridgerton Ball. The Friends group will donate the supplies for the ball. The ball would take place at a local facility in Scott County on Saturday, June 1, from 7 p.m. - 9 p.m. with an admission fee of \$25. After discussion, Ms. Barton made a motion to approve the fundraising request as submitted. Ms. Meade seconded and the motion passed.

The Friends of Scott County also submitted a fundraiser proposal to add a donation button to their Friends of the Library Facebook page to allow the community to make donations towards the library's renovation projects. An example of the donation button was provided. After board discussion, the fundraiser proposal was tabled by board consensus until the June meeting to allow for more research on the proposal.

2. Ms. Steffey discussed the request by Ann Mullins Washburn to donate a framed picture for display at the Wise Library. The picture is of a scenic view of Powell Valley taken by well-known local photographer, Morris Burchette. The picture was a gift to Ms. Washburn from her mother, Dorothy Mullins. A photocopy of the proposed donation was distributed in the board folders. After discussion, Mr. Allgyer made a motion to receive the donation as presented by Ann Mullins Washburn for the Wise County Public Library. Mrs. Smallwood seconded and the motion carried.

3. Board meeting dates were discussed for June and July according to the proposal. After discussion, Mrs. Lester made a motion to approve the board meeting dates. Ms. Barton seconded and the motion carried.

a. The next regular Board of Trustees meeting will be June 6 at the Big Stone Gap Library at 1:00 p.m.

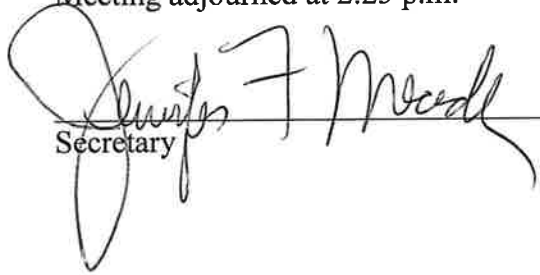
b. The budget adoption meeting of the board will be held on Thursday, June 27 at 1:00 at the Wise County Public Library.

c. The regular meeting of the board of trustees for July will be on July 11 at 1:00 p.m. at the Wise County Public Library.

Ms. Steffey noted that three trustees' tenure on LPRL's board will expire at the end of June. A retirement luncheon is planned for June 6.

4. Ms. Steffey reviewed trustee appointment/reappointments for the coming fiscal year. A list of trustees and term dates was distributed. Group discussion followed. Administrative staff will follow-up with County Administrators' offices.

No further business was discussed. Ms. Meade made a motion to adjourn; seconded by Ms. Barton. Meeting adjourned at 2:25 p.m.


Secretary


Chairman