

LONESOME PINE REGIONAL LIBRARY  
REGULAR BOARD MEETING  
BOARD OF TRUSTEES  
July 11, 2024

PRESENT: Mr. Chris Allgyer  
Ms. Vickie Barton  
Ms. Ethel Daniels  
Mr. Lindsay Fischer  
Ms. Dorinda Holmes  
Mrs. Charlcia Jones  
Mrs. Earlene Lester  
Ms. Carolea Newsome  
Ms. Tammy Scott

ABSENT: Ms. Rebecca Scott  
Dr. Mark Clark

Others Present: Shannon Steffey, Director  
Onedah Stanley, Business Manager  
Debbie Yates, Administrative Assistant  
Mr. Lu Ellsworth

The regular meeting of the Lonesome Pine Regional Library Board of Trustees was held on Thursday, July 11, 2024 at the Wise Public Library. Mr. Ellsworth convened the meeting at 1:00 p.m.

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

Due to the expiration of their term limits, four trustees retired from the library board as of June 30. The board was pleased to welcome new trustees Ms. Charlcia Jones, Mr. Lindsay Fischer, and Ms. Dorinda Holmes to the meeting.

II. The election of officers for 2024-2025 was commenced by Mrs. Lester, Chairperson of the Nominating Committee. The committee's nominations for officers were as follows:

- ❖ Chairperson – Chris Allgyer
- ❖ Vice Chair/Secretary – Ethel Daniels
- ❖ Treasurer – Carolea Newsome

There were no additions or modifications from the floor. All trustees signified their agreement with the proposed slate of officers for 2024-2025 by acclamation vote. The new officers expressed appreciation for the board's confidence along with a desire to support the library system and the communities they serve. With the installation of new officers, Mr. Ellsworth exited the meeting and Chairman Allgyer continued with the agenda.

III. Ms. Daniels made a motion to approve the June 27, 2024 minutes as presented. Ms. Barton seconded and the motion carried.

IV. Director's Report -  
Ms. Steffey welcomed trustees and noted local newspaper articles showcasing library activities, informational flyers designed by the library staff, and other items of interest were circulated for trustees' review.

## 92 Library Highlights

- Ms. Steffey was pleased to inform trustees that funding is in place and a work start date is set for the Big Stone Gap Library Renovation Project.
- Some members of the Lee County Board of Supervisors expressed an interest in changing the operating hours for the Lee County libraries. Effective July 1, the Rose Hill Library will add more hours to their schedule by opening on Tuesdays from 12:30 pm - 4:30 pm and the Pennington Gap Library will reduce their hours by closing on Sundays. A notice of the change in hours was published in the local newspaper.
- Ms. Steffey's PowerPoint presentation included photos of library activities as each branch promoted reading challenges, activities, and entertainers. "Adventure Begins at Your Library" is the theme for Summer Reading 2024. Popular performers Professor Whizzpop and Bright Star Theater highlighted Summer Reading programs in June.
- Ms. Steffey noted how proud she is of LPRL staff. They excel in specific areas at each library and also work well together. The photos help illustrate the creative, artistic talents of the staff in their library displays and presentations as well as programming ideas. Ms. Steffey expressed appreciation to the DAR and Pennington Gap Woman's Club in Lee County and Southwest Virginia Museum in Big Stone Gap for creating attractive, educational, and historical displays for our Pennington Gap, Big Stone Gap, and Wise County libraries.
- Some LPRL libraries host a popular monthly crochet club. Scott County Library staff, their crochet club members, and patrons participated in a town-wide "yarn bombing" event in Gate City in June. Handmade crochet/knit decorations are creatively displayed on the exterior of buildings. Vendors, crafters, authors, and musicians set up throughout the town. The Scott County Library manager spearheaded the yarn bombing event last year and it has become an annual town-wide event.
- Outreach activities for June included partnering with Senior Connections in Wise, Lee and Scott counties, Appalachia Senior Citizens Agency in Clintwood and Haysi, local farmers markets, Best Friends Festival in Norton, and local movie nights. Ms. Steffey invited trustees to a Cooks and Books event in St. Paul on Saturday, July 27. The annual fundraiser is sponsored by the Friends of J. Fred Matthews Memorial Library, the Lyric Theater Project, and the Town of St. Paul.
- The Wise County Library implemented a summer storytime program this year with local teachers' collaboration to improve children's reading levels. If successful, it will be incorporated into more of our libraries next year.
- Wise Library partnered with UVA-Wise College to host 30 students from an Upward Bound project. The students assisted with several projects around the library and also participated in a library card signup.

## Administrative Highlights

- The month of June was busy with year-end budget closure as well as the new fiscal year budget preparation, Summer Reading Program preparations, processing donations, and seeking and completing grant opportunities. Ms. Steffey attended a Regional Director's meeting in Grundy and attended two Lee County Board of Supervisors' budget meetings. Administrative staff completed an E-Rate survey for next year's funding and a Strategic Plan Progress Report.
- Four new trustees were named to the library board to replace four outgoing trustees - Ms. Charlcia Jones, Lee County representative; Mr. Lindsay Fischer, Scott County representative; Ms. Dorinda Holmes and Dr. Mark Clark, Wise County representatives.

- Two Wise County trustees were reappointed for another 4-year term – Mr. Chris Allgyer and Mrs. Earlene Lester.
- Administrative staff will update authorized signatory information for LPRL's regional banking accounts to reflect the change in financial officers.
- Dakota Mullins, branch manager, attended a pre-construction meeting for the Big Stone Gap Library Renovation Project. Ms. Steffey briefed trustees on the meeting and shared pertinent information.
- The host agency agreement with the MEOC Senior Community Service Employment Program has been renewed for 2024-2025.
- MEOC's 50<sup>th</sup> Anniversary celebration was held at UVA-Wise's Prior Convocation Center. Various local agencies and businesses were invited to attend to share information about available community resources. Ms. Steffey and Coeburn Library Manager, Emily Williams, attended to hand out promotional materials and information about library services.
- Ms. Steffey reported on staffing and personnel.

### **Grants/Donations**

- Approximately 1,600 used books were donated to LPRL in June from personal collections of three local individuals. All nine branch libraries have received materials from the generous donations.
- The recent donation from Ann Mullins Washburn of the framed photo of the Powell Valley Overlook is in place in the Wise Library. Also, three Lois Tracy pictures have been hung in the Wise Library.
- Wise Library received two \$100 donations for children's programming enhancements.
- A Lee County Community Foundation grant request for 2024 was awarded. Funds were expended for child-sized tables and chairs for children's programming at the Lee County Library. Photos of the new furnishings were shared through the Director's PowerPoint presentation.
- The RAPHA Foundation grant award for FY2024-2025 has been funded. The Foundation provides funds for educational pre-school programming in the Wise and Dickenson County libraries and outreach for the City of Norton.
- The Slemph Foundation awarded a \$50,000 grant to the Friends of Lonesome Pine Regional Library Corporation. The request was made on behalf of the Big Stone Gap Library to assist with expenditures in the Renovation Project.
- Ms. Steffey applied for an Anne and Gene Worrell Foundation grant on behalf of Lee County and Scott County libraries for enhancements to their pre-school and family programming.
- Ms. Steffey completed a Flyways Mini Grant from SciStarter on behalf of Haysi, Clintwood, Big Stone Gap, and Pennington Gap libraries to support programming needs. She will continue to update trustees on the status of pending grants.

Ms. Steffey gave a demonstration of databases available on the LPRL's website. She welcomed referrals to speak to local businesses and community clubs on behalf of the library.

Trustees commented on the good work accomplished.

V. There were no citizens to speak.

VI. There was no Finance Committee meeting and no financials to report. Banking resolutions for the new financial officers will be updated in August.

VII. In accordance with the LPRL By-Laws, the election of members for the 2024-2025 Executive Committee is due. The chairman made a proposal that the 2024-2025 Executive Committee be comprised of the following members:

|                         |                    |
|-------------------------|--------------------|
| Shannon Steffey         | - Library Director |
| Chris Allgyer, Chairman | - Wise County      |
| Ethel Daniels           | - City of Norton   |
| Carolea Newsome         | - Dickenson County |
| Tammy Scott             | - Lee County       |
| Lindsay Fischer         | - Scott County     |

After discussion, Ms. Barton made a motion to accept the proposed representatives for the 2024-2025 Executive Committee; seconded by Mrs. Lester. The motion carried unanimously.

VIII. Unfinished Business - None

IX. 1. Strategic Plan Update. Ms. Steffey presented and highlighted her Progress Report for the Strategic Plan. A copy of her Progress Report was distributed in board packs. After discussion, Mrs. Lester made a motion to accept the Strategic Plan Progress Report. Ms. Daniels seconded and the motion carried.

2. A written fundraising request was submitted by the Friends of the Wise County Public Library to hold a used book sale. A copy of the request letter was distributed in board packs. Ms. Daniels presented the request and explained that the dates of the sale have been amended from the original request. The dates of the sale will be September 13 and 14 from 10:00 a.m. – 2:00 p.m. at the Wise Library. Ms. Newsome made a motion to approve the proposed fundraising request; seconded by Ms. Barton. The motion carried.

3. Ms. Steffey explained that Regional LPRL banking records need to be updated to reflect the change in finance committee signatories by removing the retired officers from the accounts and adding the new officers as authorized signatories. After discussion, Ms. Newsome made a motion to allow Chairman Allgyer to sign correspondence requesting the change in authorized signatories for the regional bank account. Mrs. Lester seconded and the motion carried. Ms. Steffey requested that the new Chairman and Treasurer be available to go to Truist Bank after the August meeting to sign documents.

Three trustees noted a possible conflict in their schedule for the August meeting.

No further business was discussed. Ms. Barton made a motion to adjourn the meeting and all signified by rising. The meeting adjourned at 2:10 p.m.

Ethel Daniels  
Secretary

Chris Allgyer  
Chairman