

C. 95

LONESOME PINE REGIONAL LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
August 1, 2024

PRESENT: Mr. Chris Allgyer
Ms. Vickie Barton
Dr. Mark Clark
Ms. Ethel Daniels
Mr. Lindsay Fischer
Ms. Dorinda Holmes
Mrs. Charlcia Jones
Ms. Carolea Newsome

ABSENT: Mrs. Earlene Lester
Ms. Rebecca Scott
Ms. Tammy Scott

Others Present: Shannon Steffey, Director
Onedah Stanley, Business Manager
Debbie Yates, Administrative Assistant

The regular meeting of the Lonesome Pine Regional Library Board of Trustees was held on Thursday, August 1, 2024 at the Wise County Public Library. Chairman Allgyer called the meeting to order at 1:00 p.m. He welcomed new trustee Mark Clark to the board. Introductions were made.

- I. Ms. Barton made a motion to adopt the agenda as presented. Ms. Daniels seconded and the agenda was approved.
- II. There were no citizens to speak.
- III. Ms. Holmes made a motion to approve the July 11, 2024, minutes as presented. Ms. Newsome seconded and the motion carried.
- IV. Ms. Newsome reported that monthly payables have been reviewed. Printouts of monthly payables for June and July were distributed. After discussion, Mr. Fischer made a motion to accept the financial report as presented, seconded by Ms. Holmes. The motion carried.

The following check numbers were reported:

	<u>Beginning</u>	<u>Ending</u>
General Fund	43863	43979

V. Director's Report –

Administrative Highlights

- Ms. Steffey reported on personnel updates. She noted that many applications have been received for current position openings. Applications have been reviewed and the interview process will begin.
- The Strategic Plan update was submitted to the Library of Virginia as well as a current list of LPRL Board of Trustees.
- Ms. Steffey expressed her gratitude to Wise County Administration for replacing two heat pumps at the Wise Library and to the Town of Wise for trimming overhanging tree limbs along the roadway into the library. Additionally, Wise County serviced a heat pump issue at the Big Stone Gap Library. Parts are on order for the repair.

- Two events have been scheduled for the 2025 Summer Reading Program. Some of the most popular entertainers must be scheduled a year in advance.
- Ms. Steffey was excited to announce that LPRL has purchased ABC Mouse to add to the library's website for patron use. The database offers math, art, music, and science objectives and is recommended for children ages 2-8.
- Ms. Steffey attended the Friends of Scott County Library meeting in July. A main topic was their upcoming fundraiser. She was impressed with their efforts to have a unique and successful event by hosting a Bridgerton Ball.
- Ms. Steffey is contacting school superintendents to discuss ideas to broaden LPRL's children's programming and services in the schools.
- IT expenditures include twenty-six new computers to replace damaged and out-of-date equipment throughout the library system. The IT Coordinator will format each new computer, deliver, and install it at the designated location. Also, fifteen surveillance cameras have been purchased and will be installed at each branch library for security purposes.

Grants/Donations

- A Flyways Mini Grant request was submitted. Although not awarded this cycle, LPRL was notified that the grant request will be considered in the next cycle.
- Library staff are working on program development for the RAPHA Foundation grant awarded for 2024-2025. Administrative staff are ordering and processing enhancements and materials for use in the programming.
- The Big Stone Gap Library is undergoing some changes to accommodate the pending Addition and Renovation Project. Ms. Steffey shared the modifications being used inside and outside the library building to keep patrons safe and continue to provide services.

Library Highlights

- The month of July photos included lots of smiling faces! Those smiles were about enjoying Summer Reading Programs and special entertainers, adult crafting programs, patrons signing up for a new library card, and winners of all ages who participated in various reading challenges! The very popular Bubble Brigade and Japanese Taiko Drummer were part of the 2024 Summer Reading Programs in July. Some of our libraries participated in local events and celebrations for the Fourth of July. Summer reading programming ended with celebrations, food, games, and prizes.
- Regular adult programming continued to be popular in July with book clubs, crochet clubs, Coffee Connection clubs, senior citizen outreach programming, Bingo, and crafting. Dickenson County Public Library hosted local author Barbara Tucker. Wise County Public Library participated in the Norton Farmer's Market for community outreach giving away bookmarks, children's books, and providing a library card sign-up service.
- Ms. Steffey was pleased to share that the Lee County Public Library is providing space for tutoring sessions at the library. Five tutors and approximately 19 children are involved. The library also offers computers, internet, educational databases, research and reading resources, etc.
- Ms. Steffey expressed pride in the library staff for using and promoting LPRL databases to our patrons. They are becoming very competent and are assisting patrons to become skillful users.

Chairman Allgyer commented on a good report for July and was pleased in the increase in all programming efforts.

The following items were distributed in trustee folders:

- ❖ May Financial Statements (May 2024 Financial Statements will be the last available statements until the Auditors allow us to close the year.)
- ❖ Accounts Payable Checks Listing for months of June and July 2024
- ❖ Monthly Stats Reports for May and June 2024
- ❖ Current Board of Trustees Names and Address Information

VI. Reports of Committees - None

VII. Regional bank accounts are to be updated to reflect the change in authorized signatories due to the appointment of new finance committee officers. A letter is required by the bank outlining the changes requested. A proposed letter was distributed and discussed. A motion was made by Ms. Barton approving the letter for Chairman Allgyer's signature. It was seconded by Ms. Holmes. The motion carried.

VIII. Ms. Steffey requested the board to consider holding the October board meeting at the Lee County Public Library. There was board consensus to have the October 3 board meeting at the Lee County Public Library.

Chairman Allgyer noted that the next regular meeting will be September 5 at the Wise Library.

No further business was discussed. Ms. Newsome made a motion to adjourn the meeting; seconded by Dr. Clark. The meeting adjourned at 1:40 p.m.

Ethel Daniel

Secretary

Chris Allgyer

Chairman