

LONESOME PINE REGIONAL LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
September 5, 2024

<p>PRESENT: Mr. Chris Allgyer Ms. Vickie Barton Dr. Mark Clark Ms. Ethel Daniels Ms. Dorinda Holmes Mrs. Charlcia Jones Mrs. Earlene Lester Ms. Carolea Newsome Ms. Rebecca Scott Ms. Tammy Scott</p>	<p>ABSENT: Mr. Lindsay Fischer</p>
---	------------------------------------

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, September 5, 2024, at the Wise County Public Library. Chairman Allgyer called the meeting to order at 1:00 p.m. On behalf of the Board of Trustees, he expressed condolences to Ms. Steffey on the loss of her father.

- I. Ms. Daniels made a motion to adopt the agenda as presented. Ms. Barton seconded and the agenda was approved.
- II. There were no citizens to speak.
- III. Mrs. Lester made a motion to approve the August 1, 2024, minutes with the correction of a misspelling as noted by Chairman Allgyer. Ms. Barton seconded and the motion carried.
- IV. 1. Ms. Newsome reported that monthly payables have been reviewed. The printout of monthly payables for August was distributed. After discussion, Dr. Clark made a motion to accept the financial report as presented and it was seconded by Mrs. Lester. The motion carried.

The following check numbers were reported:

	<u>Beginning</u>	<u>Ending</u>
General Fund	43980	44041

2. Ms. Onedah Stanley, Business Manager, presented year-end budget adjustments for FY2023-2024. After discussion, Ms. Barton made a motion to accept the budget adjustments as presented. Ms. Holmes seconded and the motion passed.

Ms. Steffey expressed her appreciation to the board and the library staff for their support and understanding during her father's illness. She noted that she will share August and September photos from library activities at the October meeting.

Library & Administrative Highlights

- The Programmers had their annual meeting in August via Zoom. It was a productive meeting and the staff shared programming ideas for the upcoming year.
- Ms. Steffey updated trustees about the ongoing search for open position fulfillments.
- Ms. Steffey met at the Lee County Library with homeschooling parents to demonstrate LPRL's databases, discuss children's programming options, and become familiar with library staff and services. There were 15 families in attendance. Ms. Steffey has scheduled to meet with 10 homeschool families at the Big Stone Gap Library in September.
- A Director's meeting is scheduled for September 25-27 in Richmond. Ms. Steffey plans to attend the event to gain useful insight as a new director.
- Ms. Stanley, Business Manager, worked during the month of August to complete and compile LPRL's audit information for our auditor to begin his review.
- Administration staff have begun collecting data for FY2023-2024 LVA's Bibliostat and LPRL's Annual Report. These reports are due in January 2025.
- Ms. Steffey updated trustees about the Big Stone Gap Library Renovation Project.
- With COVID infections on the rise area-wide, LPRL libraries have seen a noticeable increase in requests for test kits. The libraries continue to supply the public with free test kits.
- All local internet service provided by Point Broadband was disrupted in August due to line damage caused from road construction work in the Duffield area. The service interruption then caused a software malfunction within the LPRL system. Internet service was not available throughout the LPRL system August 12 - August 17.
- Also, lightning strikes caused power outages for the Wise County Public Library/Regional Office headquarters on September 3. Two heat pumps were damaged. Power surges caused LPRL's main internet server to go out. Wise County maintenance personnel are assessing the heat pump damage and our IT Coordinator is working with LPRL's IT support services provider to determine a solution regarding the server.
- Ms. Steffey expressed her appreciation to the members of the Friends of Lee County Libraries for refreshing the landscaping at the Lee County Library.

The following items were distributed in trustee folders:

- ❖ Accounts Payable Checks Listing for month of August 2024
- ❖ Current Board of Trustees Names and Address Information

VI. Reports of Committees - None

VII. Unfinished Business - None

VIII. 1a. Friends of the Haysi Community Library submitted three fundraising requests for the board's consideration. A copy of the request letters was distributed in board packs. All money

100 raised from the fundraisers will be deposited into the Friends' bank account and used to support library programs and services at the Haysi Community Library.

After discussion, Ms. Barton made a motion to approve the proposed fundraiser requesting to host a book sale October 3-5 at the Haysi Library during operating hours. Ms. T. Scott seconded and the motion carried.

Ms. R. Scott made a motion to approve the proposed request to host a BINGO Night fundraiser at the library on a Tuesday evening in the month of November 2024. Mrs. Lester seconded and the motion carried.

Ms. Newsome made a motion to approve the proposed fundraiser requesting to sell handmade Christmas ornaments beginning in November. Ms. Daniels seconded and the motion carried.

b. A written fundraising request was submitted by Friends of Wise Library to raffle a quilt that was donated to the Friends by the Wise Quilting Group. All funds raised will be deposited in the Friends' bank account to supplement children's programming, summer reading, book bucks store items, etc. Ms. Barton made a motion to approve the proposed request by the Friends of Wise Library. Ms. T. Scott seconded and the motion was approved.

c. A written fundraising request was submitted by Friends of Coeburn Community Library to sell donated homemade items such as pens, Popsicle holders and other knickknacks. The items will be displayed in the library. All monies will be deposited in the Friends' bank account and used to support the Coeburn Library. Dr. Clark made a motion to approve the proposed fundraiser. Mrs. Lester seconded and the motion was approved.

The next regular board meeting will be October 3 at the Lee County Public Library in Pennington Gap. Trustees expressed a desire to invite the new Lee County Administrator and all Lee County Board of Supervisors members to attend for an introductory meeting and a light lunch to be provided by the Friends of the Lonesome Pine Regional Library Corporation. Ms. Steffey will send an invitation letter to them.

Ms. Steffey reported that water damage to areas of the Wise Library caused by drainage issues earlier in the year has been repaired. New flooring has been installed in the Harris Art Gallery as well as remodification of the roofing. She expressed her gratitude to Wise County for assessment and coordination of repairs to the building.

Ms. Daniels invited trustees to the Friends of Wise Library used book sale taking place on Friday, September 13, and Saturday, September 14. The Wise County Historical Society will be hosting an open house on Saturday.

No further business was discussed. Ms. Newsome made a motion to adjourn the meeting and all signified by rising. The meeting adjourned at 1:35 p.m.

Ethel Daniel

Secretary

Chris Allgyer

Chairman