

LONESOME PINE REGIONAL LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
DECEMBER 16, 2021

PRESENT:	Mr. Lu Ellsworth	ABSENT:	Mrs. Roberta Smallwod
	Ms. Jennifer Meade		Ms. Carolea Newsome
	Mr. Chris Allgyer		Ms. Sheila Phipps
	Mrs. Ethel Daniels		Ms. Tammy Scott
	Ms. Earlene Lester		Ms. Rebecca Scott

Others Present: Larry Sturgill - Auditor, Julie Short, Onedah Stanley, and Debbie Yates.

The regular meeting of the Lonesome Pine Regional Library Board of Trustees was held on Thursday, December 16, 2021 in the Harris Art Gallery at the Wise County Public Library.

Chairman Ellsworth welcomed everyone and called the meeting to order at 1:00 p.m. He announced the resignation of Mr. Jack Lewis from the board of trustees. Although several trustees were unable to be in attendance today, he noted that a quorum of at least four trustees was present and in accordance with the LPRL by-laws.

I. Mr. Allgyer made a motion to approve the agenda as distributed. Ms. Meade seconded and the agenda was approved.

II. The Chair welcomed Larry Sturgill, auditor from the accounting firm of Larry D. Sturgill, P.C., to the meeting. Mr. Sturgill presented and discussed Lonesome Pine's FY2021 Audit Report. The library administration was commended for its bookkeeping practices. After discussion, Ms. Lester made a motion to accept the FY2021 Audit Report as presented. Mr. Allgyer seconded. The motion carried unanimously. Chairman Ellsworth expressed the Board's appreciation to Mr. Sturgill and his staff for their accounting work on behalf of LPRL.

III. There were no citizens to speak.

IV. Ms. Meade made a motion to approve the November 4, 2021 minutes as presented. Mrs. Daniels seconded and the motion carried.

V. Ms. Meade reported that monthly payables had been reviewed. Printouts of monthly payables and financial statements were distributed for Trustee information. After discussion, a motion was made by Mr. Allgyer to receive the financial report as presented. Ms. Lester seconded and the motion carried.

The following check numbers were reported:

	<u>Beginning</u>	<u>Ending</u>
General Fund	41790	41847

VI. The following items were distributed in trustees' folders:

- ❖ FY 2021 Audit Report.
- ❖ November Usage Reports.
- ❖ Copy of Chairman Ellsworth's letter to Mr. Lewis accepting his resignation from the Board of Trustees.

Administration Highlights -

- Ms. Short acknowledged the resignation of Mr. Lewis from the board and advised that she has provided written notice to the Wise County Administrator of the vacancy.
- Ms. Short updated trustees on LPRL's partnership with the Virginia Department of Health to distribute COVID-19 rapid antigen at-home test kits at no cost. The pilot program began December 1. A press release was published in the local papers and an announcement was posted on LPRL's social media. Individuals were instructed to contact their local library on how to obtain a test kit. To insure staff safety, arrangements have been made for contactless pickup. The library has distributed more than 500 test kits across our region to date.
- LPRL partnered with UVa-Wise's library for a library card signup at their campus resulting in 35 new registrations.
- Administrative staff are working on the 2021 annual report.
- On behalf of the library community and library board, thank you notes were distributed to our counties, cities and towns in appreciation for their support throughout this year.

Grants -

- American Rescue Plan Act (ARPA) grant approval has been received. Expenditures include contract renewal for our hot spots project, a new delivery van, and wireless access points.
- The 2021 NEA Big Read grant final report is complete. Ms. Short reported that during the month of October, 110 events were held region-wide with 6,372 in attendance. She is pleased with the outcome for the libraries.
- A mid-term report for the Institute of Museum and Library Sciences (IMLS) training grant has been submitted. IMLS grant funds will provide for continuation of numerous library staff enrollments in library-related courses at UVa-Wise and three social media classes with ETSU as well as two software renewals.
- RAPHA grant funds will be used in the Healthy Kids, Healthy Future and 1000 Things Before Kindergarten programs for the Wise and Dickenson County libraries. Ms. Short will be talking with library staff to brainstorm ideas for enhancement to those children's programs in the next few weeks.
- Ms. Short was pleased to announce that the Lee County Community Foundation awarded a recent grant request for the Pennington Gap Library. The funds will be used to purchase new meeting room furniture and supplies for monthly adult programming needs. Staff have been working on innovative programming updates to begin in the new year.

VII. Mr. Allgyer reported that the Friends of Lonesome Pine Regional Library Corporation met on November 4 and elected new officers.

New officers are as follows: Chairman - Chris Allgyer
Vice-Chair - Carolea Newsome
Secretary/Treasurer - Ethel Daniels

IX. 1. An LPRL Programming Specialist Position requirements proposal was distributed in the board packs. Ms. Short outlined the proposal for the board's consideration. After discussion, a motion was made by Ms. Lester to approve the proposed Programming Specialist Position requirements as presented. Ms. Meade seconded the motion and the motion carried.

2. A Health Insurance Coverage Proposal was distributed in the board packs. Ms. Short presented the proposal and requested the board's guidance. After group discussion, Chairman Ellsworth recommended that administrative staff gather additional information over the next month to refine the proposal for further discussion. He appointed Ms. Meade and Mrs. Daniels to form a review team along with Ms. Short and the business manager, Ms. Stanley. With board consensus, the Health Insurance Coverage Proposal was tabled until the February meeting.

3. January 2022 Board Meeting. After group discussion, Mr. Allgyer made a motion not to meet in January and to set the date of February 3, 2022 for the next board meeting. The motion was seconded by Mrs. Daniels; the motion carried.

No further business was discussed.

Ms. Meade made a motion to adjourn the meeting. All signified by rising. The meeting adjourned at 2:00 p.m.


Secretary


Chairman