

LONESOME PINE REGIONAL LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
AUGUST 4, 2022

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

Others Present: Julie Short, Hazel Jessee, Onedah Stanley, and Debbie Yates.

The regular meeting of the Lonesome Pine Regional Library Board of Trustees was held on Thursday, August 4, 2022 in the Harris Art Gallery at the Wise County Public Library.

The meeting was called to order by Chairman Ellsworth at 1:05 p.m.

I. Mrs. Lester made a motion to adopt the agenda as presented. Mr. Allgyer seconded and the agenda was approved.

II. There were no citizens to speak.

III. Ms. T. Scott made a motion to approve the July 7, 2022 minutes as presented. Mrs. Smallwood seconded and the motion carried.

IV. Mrs. Smallwood reported that monthly payables had been reviewed. A printout of monthly payables was distributed for trustee information. After board discussion, Mr. Allgyer made a motion to approve the financial report as presented. Mrs. Lester seconded and the motion carried.

The following check numbers were reported:

	<u>Beginning</u>	<u>Ending</u>
General Fund	42314	42397

V. Director's Report

Ms. Short welcomed everyone and introduced Ms. Hazel Jessee to the board meeting. Ms. Short announced that Ms. Jessee has accepted the position of Interim Director.

Ms. Short reported on the recent flood damage at the Clintwood library and also shared some photos of the extensive damage. The Dickenson County Administrator has taken the lead and is facilitating the cleanup. The facility will not be able to open until the damage has been assessed and the building is approved for re-opening to the staff and public. The library has been able to offer locker pickup service recently. An administrative staff meeting is scheduled for Friday, August 5, to discuss other temporary service options.

On a happier note, Ms. Short remarked that our libraries enjoyed a successful summer reading program with an "Oceans of Possibilities" theme this year. Each library shared photos of various

summer reading program activities as well as adult crafting programs, several in Pennington Gap being made possible by the Lee County Community Foundation.

Ms. Jessee was pleased to share photos from book giveaways conducted by the St. Paul and Wise libraries. MaryBeth Matthews-Adkins generously donated 15 boxes of new children's books for the two libraries. Ms. Adkins is a granddaughter of J. Fred Matthews, for whom the St. Paul library is named.

Administrative Highlights

- Privacy pods have been ordered and locations have been identified for installation at each library. Some locations require an internet access point installation and a company has been secured to provide the service. Funding for the purchase and installation of the privacy pods is provided by ARPA (American Rescue Plan Act).
- FY2023 Budget for the Expenditure of State Aid has been submitted to the Library of Virginia which completes the process to receive our state aid funding.
- Dickenson County purchased and installed a new heat pump for our Clintwood library. The work was completed prior to the recent flooding. It is unknown at this time if the unit received any damage due to flooding. Ms. Short again expressed her gratitude to Dickenson County.
- Two of LPRL's vehicles were vandalized while in our parking lot. The catalytic converters were taken. An insurance claim has been submitted. Ms. Short notified the Town of Wise police and patrols will be increased around library property.
- The Wise County library building suffered substantial roof leaks during the recent heavy rains. Wise County has inspected the building and will be making repairs.
- All of LPRL's bank accounts and administrative authorities will require the change from Director to Interim Director for their records as soon as possible. Once the hiring process is completed and a new director is named, the accounts will again require the necessary updates. A list outlining the proposed changes in authorized signatories is included in board packs and will be discussed in more detail in item VIII. 3.
- The annual report of Bibliostat is due to the Library of Virginia in November. Administrative staff and library managers will begin collecting data for the timely completion of the report.

Chairman Ellsworth publicly thanked Ms. Short and Ms. Jessee on their efforts to move forward into a smooth transition administratively. He offered his assistance during the transition as well.

The following items were distributed in Trustees' folders:

- ❖ Monthly Stats Report for June 2022
- ❖ Accounts Payable Checks for July 2022
- ❖ Bank Listing for change in authorized signatories
- ❖ Job Ad and Position Description for Regional Library Director

VI. Reports of Committees - None

VII. Mr. Allgyer made a motion to enter into Closed Session in accordance with the Virginia Freedom of Information Act, pursuant to Code Section 2.2-3711 Paragraph (A) (1), Personnel exemption. Mrs. Lester seconded; the motion carried.

Mr. Allgyer made a motion to return to open session. Open Session was resumed by all Trustees voting in the affirmative for Certificate of Closed Session.

VIII. 1. Ms. Short presented a proposal for the installation of a Little Free Library on the grounds at the Scott County Public Library. A description of the proposal was distributed in board packs for trustees' review. Ms. Stephanie Griffin, Branch Manager, wishes to provide the initial books for the project and personally oversee the construction, maintenance, and upkeep of the Little Free Library at no cost to LPRL. Mrs. Lester made a motion to approve the Little Free Library Proposal as presented. Ms. Newsome seconded and the motion was approved. With the board's approval of the proposal, the request will be submitted to Scott County (owner of the facility) for consideration.

2. A written fundraising request was submitted by the Friends of C. Bascom Slemp Memorial Library to hold a book sale in September 2022. The Friends will donate the books for the sale and will also provide bags. A copy of the request letter was distributed in board packs. Mr. Allgyer made a motion to approve the proposed fundraising request; seconded by Mrs. Smallwood. The motion was approved.

3. Ms. Short explained that due to a number of personnel changes, LPRL banking records need to be updated. A list of banks outlining the proposed changes in authorized signatories was distributed. After discussion, Ms. Newsome made a motion to approve the changes as listed. Mrs. Lester seconded and the motion was approved.

Chairman Ellsworth presented Ms. Short with a retirement gift, recognizing her tenure and the many valuable roles she has filled at Lonesome Pine for three decades. On behalf of the board, he wished her well in her retirement knowing that her heart and mind will always be with the library. Everyone was invited to fellowship and enjoy the refreshments served on her behalf.

No further business was discussed. Mrs. Lester made a motion to adjourn the meeting. Ms. Newsome seconded. The meeting adjourned at 2:00 p.m.

The next board meeting will be September 1, 2022.


Secretary


Chairman