

LONESOME PINE REGIONAL LIBRARY  
REGULAR BOARD MEETING  
BOARD OF TRUSTEES  
DECEMBER 1, 2022

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

ABSENT: Ms. Martha Jett  
Ms. Carolea Newsome

Others Present: Larry Sturgill - Auditor, Hazel Jessee, Onedah Stanley, and Debbie Yates.

The regular meeting of the Lonesome Pine Regional Library Board of Trustees was held on Thursday, December 1, 2022 in the Harris Art Gallery at the Wise County Public Library.

The meeting was called to order by Chairman Ellsworth at 1:00 p.m.

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

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 FY2022 Audit Report. The library administration was commended for its bookkeeping practices. After discussion, Mrs. Daniels made a motion acknowledging trustees received a hard copy of the Audit Report and heard Mr. Sturgill's oral presentation today; seconded by Mrs. Smallwood. The motion carried unanimously. On behalf of the Board, Chairman Ellsworth expressed appreciation to Mr. Sturgill and his staff for their accounting work for LPRL. He also advised trustees to contact him or Mr. Sturgill to address any questions they might encounter concerning the audit. Mr. Sturgill was excused from the meeting.

III. There were no citizens to speak.

IV. Ms. Lester made a motion to approve the November 3, 2022 minutes as distributed. Mr. Allgyer seconded and the motion carried.

V. Mrs. Smallwood 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 Ms. Lester to receive the financial report as presented. Ms. R. Scott seconded and the motion carried.

The following check numbers were reported:

	<u>Beginning</u>	<u>Ending</u>
General Fund	42584	42639

## VI. Director's Report

### Library Highlights

- Ms. Jessee highlighted November activities, displays and news throughout the LPRL system. Photos were shared from each branch showcasing a variety of programs and activities representing the fall and November events. Stories were read, crafts were made and dress-up events were designed to enjoy as well as inform patrons of the significance of the November holidays. Adult crafting classes were well attended this month and photos were included of participants with their completed projects.

### Administrative Highlights

- The LPRL building insurance coverage update is finalized.
- The E-Rate process is continuing on schedule for the fiscal year.
- Ms. Jessee was pleased to report that the annual Bibliostat report has been completed and submitted on schedule to the Library of Virginia. The report is an online survey of many statistics that the Library of Virginia compiles for administrative oversight. Ms. Stanley noted that our data indicates in-house visits are up by 22% over last year. Ms. Jessee commented that staff have been working toward a goal of increasing patrons into our libraries through the programs, crafts and workshops they develop; this is definitely encouraging news.
- Administrative staff is also compiling data for the development of the 2022 LPRL Annual Report.
- The Wise County Historical Society continues to report progress in moving into the library building.
- A will bequest of artwork has been received at the Wise library and will be safely stored until display details can be achieved. Documentation to expedite the settlement of the estate was received and executed by library administration and Wise County Administration to aid in the endeavor.
- Administrative staff is working to finalize the Lee County Community Foundation grant award. Ms. Jessee expressed her appreciation to the foundation noting how the funding successfully advanced the Lee County library in their adult programming efforts. Staff and patrons are pleased with the outcome.

Chairman Ellsworth noted his pleasure as programs continue to bring patrons in and help rebuild the support system.

The following item was distributed in Trustees' folders:

- ❖ Accounts Payable Checks for month of November 2022

VII. On behalf of the Search Committee, Chairman Ellsworth announced that the committee would like to request a closed session to meet with trustees. 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. Ms. T. Scott 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.

Mr. Allgyer made a motion for the Search Committee to move forward with the negotiations for the position of Library Director of the Lonesome Pine Regional Library system with Ms. Shannon Steffey. This was seconded by Ms. Lester. The motion carried unanimously.

VIII. Unfinished Business - None.

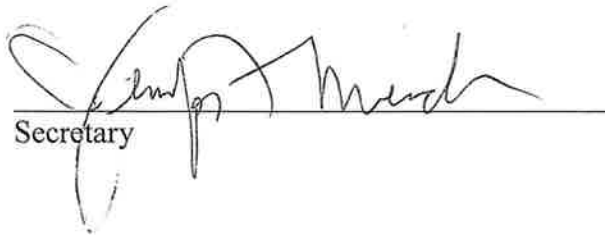
VIII. 1. A fundraising proposal was submitted by Friends of Wise Library and presented by Mrs. Daniels requesting permission to sell tickets for a gift card raffle. All money raised from the fundraiser will be deposited into the Friends' bank account and used to support library programs and activities. A copy of the proposal letter was distributed in board packs. Mrs. Daniels made a motion to approve the proposal; seconded by Ms. R. Scott. The motion carried.

2. Chairman Ellsworth asked for board input concerning scheduling of the next meeting. After discussion, a motion was made by Mr. Allgyer to schedule the next board meeting for Thursday, February 2, 2023. Mrs. Smallwood seconded and the motion passed.

Mr. Allgyer announced, on behalf of the Friends of the Lonesome Pine Regional library Corporation, that a donation in the amount of \$43.57 was received thanks to the AmazonSmile account. He expressed his gratitude to all who choose the Amazon account in support of the Friends Corporation.

Chairman Ellsworth wished all a happy, safe Christmas and New Year.

No further business was discussed. Mr. Allgyer made a motion to adjourn the meeting; Mrs. Daniels seconded. All signified by rising. The meeting adjourned at 2:00 p.m.

  
Secretary

  
Chairman