

LONESOME PINE REGIONAL LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
June 1, 2023

PRESENT: Mr. Lu Ellsworth
Ms. Jennifer Meade
Mrs. Roberta Smallwood
Mr. Chris Allgyer
Mrs. Ethel Daniels
Ms. Carolea Newsome
Ms. Rebecca Scott
Ms. Tammy Scott

ABSENT: Ms. Martha Jett
Mrs. Earlene Lester
Ms. Sheila Phipps

Others Present: Hazel Jessee, Interim Director
Shannon Steffey, Director Appointee
Onedah Stanley, Business Manager
Debbie Yates, Administrative Assistant

The regular meeting of the Lonesome Pine Regional Library Board of Trustees was held on Thursday, June 1, 2023 in the Harris Art Gallery at the Wise Public Library. Chairman Ellsworth called the meeting to order at 1:00 p.m.

- I. Mrs. Daniels made a motion to adopt the agenda as presented. Ms. Meade seconded and the agenda was approved.
- II. There were no citizens to speak.
- III. Mr. Allgyer made a motion to approve the May 4, 2023, minutes as presented. Ms. T. Scott seconded and the motion carried.
- IV. Ms. Meade reported that monthly payables had been reviewed. After discussion, a motion was made by Ms. R. Scott to accept the financial report as presented. Ms. Newsome seconded and the motion carried.

The following check numbers were reported:

| | <u>Beginning</u> | <u>Ending</u> |
|--------------|------------------|---------------|
| General Fund | 42985 | 43057 |

V. Director's Report

Library Highlights

- The month of May included programming and activities to celebrate Children's Book Week (May 1-7), graduation 2023 activities and ceremonies for Little Pines classes, and end-of-year parties. Ms. Jessee was pleased to share photos submitted from each library highlighting their various programming as well as the special graduations and celebrations that the children and library staff take pride in presenting.

Administrative Highlights

- All county budgets for FY2023-2024 have been submitted to our localities. Administrative staff will be in contact with local offices to follow up on final board of supervisor approval.
- The Wise County Historical Society is open in their new location in the Wise Public Library. The Society is staffed by volunteers with limited hours of operation.
- Summer Reading 2023 is scheduled to begin June 12 with the theme of “All Together Now.” Jenna Bush Hager has been named honorary chair and the Today Show has been promoting summer reading during their morning programming. Due to the increase in awareness, Ms. Jessee expects an increase in attendance, especially with the return of entertainers this year.
- Ms. Jessee will be presenting the Strategic Plan Progress Report later in today’s meeting under New Business Item VIII. 1.

Grants/Donations

- Teddie’s Treasures has donated \$300 to the Big Stone Gap Library for use in children’s programming.
- A donation from Jeanne Powers in the amount of \$250 has been received on behalf of the Negetha Powers collection at the Haysi Public Library. The funds will be used to purchase enhancements for the collection.
- The Town of St. Paul purchased and installed all new LED bulbs in the J. Fred Matthews Memorial Library.
- The RAPHA Foundation grant awarded for 2022-2023 has been finalized.
- Ms. Jessee has been informed that funding from the RAPHA Foundation grant awarded for 2023-2024 should be received mid-June. The funds will be used to purchase supplements to children’s programming for Wise and Dickenson County libraries and the City of Norton.

Ms. Jessee expressed her gratitude for the continued community and foundation support of LPRL libraries.

Chairman Ellsworth complimented the local and regional staff in coordinating the summer reading events.

The following items were distributed in Trustees’ folders:

- ❖ Accounts Payable Checks for month of May 2023
- ❖ Financial Statements for April 2023
- ❖ Monthly Stats Reports for April 2023

VI. 1. Appointment of Nominating Committee – Chairman Ellsworth appointed the following trustees to the Nominating Committee to select a slate of officers for FY2023-2024:

1. Mr. Allgyer – Chairman
2. Mrs. Daniels
3. Ms. T. Scott

Noting that a meeting of the Nominating Committee must be convened and advertised, he requested Mr. Allgyer to announce to the board when that meeting date has been determined.

VII. Unfinished Business - None

VIII. 1. Strategic Plan Update – A copy of LPRL’s Strategic Plan 2021-2025 was distributed in board packs for trustee review. Ms Jessee prepared and presented a Strategic Plan Progress Report for FY2022-23, also included in board packs for review. She noted that although she was familiar with the process for preparation of strategic plan data from her branch manager standpoint, the overall progress and partnerships throughout the system was enlightening. After discussion and comments, Ms. Meade made a motion to approve the Strategic Plan Progress Report for FY2022-23 as presented. Ms. T. Scott seconded and the motion carried.

2. Freedom of Information Act Request Policy with Fee Information Policy – Ms. Jessee explained that a newly signed law HB 2007 going into effect as of July 1, 2023 requires posting of a fee policy by a public body as it relates to the Freedom of Information Act. With guidance from the Library of Virginia, a proposal was drafted. The proposed draft was distributed for trustee review and consideration for inclusion in the Lonesome Pine Regional Library Policy and Procedure Manual. The new policy must also be posted on the LPRL website. After discussion, a motion was made by Mr. Allgyer to adopt the Freedom of Information Act Request Policy with Fee Information Proposal as presented. Ms. Meade seconded and the motion carried. Ms. Steffey commented that adding the new policy will help with clarification.

Chairman Ellsworth gave a reminder of the upcoming budget adoption meeting on Thursday, June 29 at 1:00 and the next regular meeting of the board on July 13 at 1:00 p.m. at the Wise County Library.

No further business was discussed. A motion to adjourn the meeting was made by Ms. R. Scott; all signified by rising. The meeting adjourned at 1:47 p.m.


Secretary


Chairman