

LONESOME PINE REGIONAL LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
May 4, 2023

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

Others Present: Hazel Jessee, Interim Director
Shannon Steffey, Director Appointee
Onedah Stanley, Business Manager
Audrey Evans, Pennington Gap Library Branch Manager
Debbie Yates, Administrative Assistant

The regular meeting of the Lonesome Pine Regional Library Board of Trustees was held on Thursday, May 4, 2023 at the Lee County Public Library in Pennington Gap. Chairman Ellsworth called the meeting to order at 1:00 p.m. and welcomed everyone to the Pennington Gap Library.

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

II. Ms. Audrey Evans, Branch Manager, was introduced to the meeting. She welcomed trustees to the library and led them on a tour of the facility.

III. Chairman Ellsworth introduced and welcomed Melanie Jorgensen, President of Friends of Lee Libraries, to the meeting. She shared a brief history of the Friends group and ways they advocate for the library. She requested suggestions for recruitment efforts and received helpful feedback. Chairman Ellsworth noted this could be a topic for trustee discussion for future board meetings. The Board expressed their appreciation for her attendance today and to the Friends of Lee Libraries for their support.

IV. There were no citizens to speak.

V. Mrs. Smallwood made a motion to approve the April 6, 2023, minutes as presented. Mrs. Lester seconded and the motion carried.

VI. Mrs. Smallwood reported that monthly payables had been reviewed. After discussion, a motion was made by Mrs. Lester to accept the financial report as presented. Ms. T. Scott seconded and the motion carried.

The following check numbers were reported:

	<u>Beginning</u>	<u>Ending</u>
General Fund	42911	42984

VII. Director's Report

Library Highlights

- Ms. Jessee was pleased to share photo highlights for April: egg hunts and parties, various activities celebrating National Library Week (April 23-29), spring-themed projects, displays for National Poetry Month and National Gardening Day, Earth Day celebrations, outreach at local elementary schools, and nature program presentations by Natural Tunnel staff. There were fun character dress-up days, tea parties, stuffed animal sleepovers, various crafting programs and Bingo nights. Clintwood Library staff took craft supplies to a local senior citizens center for an outreach activity. Ms. Jessee was pleased to report that the event was well received and staff have been invited for future visits.
- She noted numerous community readers who participated in our National Library Week programs and read to the children, which included some LPRL trustees. She acknowledged and expressed her gratitude to all participants. She also expressed her appreciation to all library staff in achieving a successful month.

Administrative Highlights

- E-Rate for LPRL is officially funded for FY2023/2024. The approved bid will increase internet speeds and decrease costs for LPRL.
- State Aid Grant Application for FY2023/2024 completion and submission to the Library of Virginia.
- The open house for the Wise County Historical Society has been delayed. Installation of a dividing wall partition has now been accomplished by Wise County Maintenance.
- Summer Reading 2023 is scheduled to begin June 12. The libraries anticipate an awesome summer season for patrons. Ms. Jessee described the entertainment and noted that each library has designed a Summer Reading Program flyer that is included in the board folders. Trustees are invited to stop in for some of the summer fun.
- Administrative staff is developing a Strategic Plan Progress Report for discussion in June and a Freedom of Information Act Request Policy With Fee Information proposal.

Grants/Donations

- Wise County Recreation Authority donations have been received – \$300 for Wise County Public Library, \$500 for St. Paul Library, and \$250 for Coeburn Community Library. All funds are earmarked for children's programming at those locations.
- Dutton Jones Foundation has provided a donation in the amount of \$1000 for the Scott County Public Library for the purchase of children's books.
- The Town of Haysi donated \$500 to Dickenson County libraries for the purchase of Summer Reading Program prizes.
- The Phipps Foundation awarded a grant of \$1000 to the Dickenson County libraries. Acid-free boxes will be purchased for the storage of archived newspapers.
- Lee County Library will participate in an outreach program at Jonesville Middle School partnering with Regional Adult & Career Education for the community engagement event.
- The RAPHA Foundation grant awarded for FY2022/2023 is being finalized.
- A RAPHA Foundation grant has been awarded for FY2023/2024 to benefit children's programming for the City of Norton and Wise and Dickenson County libraries.

Ms. Jessee expressed her gratitude for the generous community and Foundation support to Lonesome Pine Regional Library. She shared articles and photos showcasing library activities and expressed appreciation for the support of area newspapers.

Mr. Allgyer complimented Ms. Jessee on her work for the 2023/2024 RAPHA grant and congratulated her on its award. Chairman Ellsworth noted that post-COVID, it is exciting to see LPRL libraries build up the programs to provide more services to the community and further enhance the endeavors through grants and donations. Mr. Allgyer expressed nice feedback about the libraries' social media presence.

The following items were distributed in Trustees' folders:

- ❖ Accounts Payable Checks for month of April 2023
- ❖ Financial Statements for March 2023
- ❖ Monthly Stats Reports for March 2023
- ❖ Summer Reading program flyers from branch libraries
- ❖ Spring/Summer 2023 Mailbox brochure

VIII. Reports of Committees - None

IX. Unfinished Business - None

X. 1. Board Meeting Dates:


A. Trustees discussed a date for the end of year budget adoption meeting. Mrs. Daniels made a motion to schedule the end of year budget adoption meeting for Thursday, June 29, at 1:00 p.m. in the Wise County Library. Ms. Newsome seconded; the motion was approved.


B. Trustees discussed a proposed date for the regular board meeting in July. Mr. Allgyer made a motion that the meeting date for the regular July board meeting be scheduled for Thursday, July 13 at 1:00 p.m. in the Wise County Library. Mrs. Lester seconded and the motion carried.

2. A fundraising proposal was submitted for Friends of the J. Fred Matthews Memorial Library requesting permission to hold/participate in the annual Cooks 'N Books Fundraiser on Saturday, July 29, 2023. This will be their 11th annual Cooks 'N Books Fundraiser. Profits from this event are divided between the Friends of the Library Group and The Lyric Project. The Friends group raises money to assist the library with programming, supplemental book funds, and enhancements to the library facilities. After discussion, trustees signified their approval of the request by an affirmative vote.

Trustees were reminded of the board meeting on June 1 at the Wise County Library.

No further business was discussed. A motion to adjourn the meeting was made by Ms. Newsome; seconded by Mrs. Lester. The motion carried. The meeting adjourned at 1:50 p.m.


Secretary


Chairman