

LONESOME PINE REGIONAL LIBRARY  
REGULAR BOARD MEETING  
BOARD OF TRUSTEES  
November 2, 2023

<p>PRESENT: Mr. Lu Ellsworth Ms. Jennifer Meade Mrs. Roberta Smallwood Ms. Vickie Barton Mrs. Ethel Daniels Ms. Carolea Newsome Ms. Rebecca Scott Ms. Tammy Scott</p>	<p>ABSENT: Mr. Chris Allgyer Ms. Martha Jett Mrs. Earlene Lester</p>
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Others Present: Shannon Steffey, Director  
Onedah Stanley, Business Manager  
Debbie Yates, Administrative Assistant.

The regular meeting of the Lonesome Pine Regional Library Board of Trustees was held on Thursday, November 2, 2023 in the Harris Art Gallery at the Wise Public Library. Chairman Ellsworth called the meeting to order at 1:00 p.m. He welcomed Ms. Vickie Barton to the board as the newly-appointed representative from Dickenson County. Ms. Barton introduced herself and expressed excitement and enthusiasm in fulfilling her role as trustee. Chairman Ellsworth also announced the passing of Mr. Jack Lewis in October. Mr. Lewis was a former Wise County representative, serving on the library board from September 2014 to December 2021.

- 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. Mrs. Smallwood made a motion to approve the October 5, 2023 minutes as presented. Ms. T. Scott seconded and the motion carried.
- IV. Mrs. Smallwood reported that monthly payables had been reviewed. After discussion, a motion was made by Ms. Newsome to receive the financial report. Ms. R. Scott seconded and the motion carried.

The following check numbers were reported:

	<u>Beginning</u>	<u>Ending</u>
General Fund	43305	43371

V. Director's Report -

**Donations**

- C. Bascom Slemph Memorial Library received a donation from Teddies Treasures for children's programming.
- Wise Public Library received a donation from the Friends of Wise Library for reimbursement of refreshment expenditures in regards to the Wise County Chamber of Commerce meeting hosted by the library in August. Ms. Steffey expressed her gratitude to the Friends group for their generous donation.

- The Wise County Recreation Authority made a donation to the Wise Public Library for children's programming.
- The Wise Public Library received a donation of notebooks about locally collected plants. The collection includes locations and dates collected along with research for each plant.

### **Administrative Highlights**

- Ms. Steffey noted two part-time position openings within the LPRL system. She also mentioned that she would be sharing her research of Indeed.com and the Virginia Employment Commission's online Workforce Connection site as part of Item VIII. New Business.
- Ms. Steffey welcomed the new trustee from Dickenson County, Ms. Barton, and noted that they had met for the new trustee orientation.
- Administrative staff are compiling statistical information for the annual Library of Virginia Bibliostat report for submission on or before December 1. The Bibliostat report is a very detailed online survey of many statistics that the Library of Virginia compiles for administrative oversight.
- Ms. Steffey held a branch managers meeting on October 27 and reported good discussions from the meeting.
- She met with the Library Directors of Mountain Empire Community College and UVA-Wise College for discussions concerning collaborative ventures. They plan to meet in January and invite librarians from Red Onion Prison and Wallens Ridge Prison.

### **Library Highlights**

October showcased fall-themed displays and events. Photos were shared of winners of September Library Card Sign-Up Month prize drawings. There were photos from local pumpkin patch and farm visits; school sponsored boo-bash and trunk-or-treat events; and town trick-or-treating. They continue to be fall favorites and well-attended children's events. LPRL staff participated in outreach events at community-sponsored senior fairs in Lee and Scott counties. The crafting program presented by the Dickenson County Library at Clinchco Senior Citizens Center continues to be successful. Bingo, crafting projects, and book clubs for adult patrons continue to be well attended. Wise Library hosted local author and illustrator Mary Beth Nixon. Ms. Steffey was excited to share that Scott County Library's "yarn-bombing" program was presented in the Adult Services Newsletter from the Library of Virginia. The newsletter is distributed state-wide as a way to share ideas of noteworthy programs to directors and programmers. A copy of the newsletter was distributed for trustees to view.

Discussions ensued to gather insight on adult services and patronage. Board consensus is to develop a baseline of LPRL patron services and recommendations for effective public knowledge and usage.

The following items were distributed in Trustees' folders:

- ❖ Accounts Payable Checks Listing for month of October 2023
- ❖ Monthly Stats Report for September 2023
- ❖ Mailbox Library Service Fall/Winter 2023 Brochure
- ❖ Updated Board of Trustees List

VI. Reports of Committees - None

VIII. 1. A fundraising request letter was submitted by Friends of the Lee Libraries for permission to conduct a used book sale at the Lee County Public Library on Saturday, November 4, 2023. A copy of the request letter was distributed in board packs. Mrs. Smallwood made a motion to approve the proposed fundraising request; seconded by Mrs. Daniels. The motion was approved.

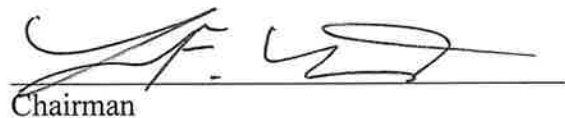
2. Options for employee recruitment was discussed by Ms. Steffey for the board's input and guidance. There was board consensus for Ms. Steffey to set up accounts to advertise position openings on the no-cost option of Indeed.com. She will also work with the Virginia Employment Commission's online site on a trial basis. She will continue to update trustees as she works through the process.

3. In order to avoid a conflict with her work schedule and the next regular board meeting, Ms. Steffey requested board discussion for a December meeting date. After discussion, Ms. Barton made a motion that the board meet on Thursday, December 14. The motion was seconded by Mrs. Daniel; the motion carried.

Mrs. Smallwood congratulated Ms. Rebecca Scott on being this year's recipient of the President's Award for Virginia Adult and Continuing Education. Ms. Scott expressed heartfelt gratitude on the recognition and praised the team of the Regional Adult & Career Education office.

No further business was discussed. Ms. Meade made a motion to adjourn; all signified agreement by rising. The meeting adjourned at 2:10 p.m.

  
Secretary

  
Chairman