

LONESOME PINE REGIONAL LIBRARY  
REGULAR BOARD MEETING  
BOARD OF TRUSTEES  
MARCH 7, 2024

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

Others Present: Shannon Steffey, Director  
Onedah Stanley, Business Manager  
Debbie Yates, Administrative Assistant  
Stephanie Griffin, Branch Manager, Scott County Public Library  
Billy Egan, President, Friends of Scott County Public Library

The regular meeting of the Lonesome Pine Regional Library Board of Trustees was held on Thursday, March 7, 2024, at the Scott County Public Library. The meeting was called to order by Vice-Chair Meade. She noted some trustees were unable to attend the meeting and stated that a quorum was present. Vice-Chair Meade welcomed everyone to the Scott County Library and thanked trustees for their support of the Lonesome Pine Regional Library.

I. Ms. Daniels made a motion to adopt the agenda as presented. Ms. Newsome seconded and the agenda was adopted.

II. Welcome and introduction by Vice-Chair Meade of Billy Egan, President of Friends of Scott County Library, and Ms. Stephanie Griffin, Branch Manager of the library, to the meeting. Mr. Egan gave a brief history of the Friends group. He discussed some of their fundraising efforts and various way they support the library. Mr. Egan expressed his appreciation to Ms. Griffin, the library staff, and the LPRL board for all they do for the community. Vice-Chair Meade thanked Mr. Egan for his presentation, noting her appreciation for the service of the Friends group to the library.

III. There were no citizens to speak.

IV. Ms. Barton made a motion to approve the February 1, 2024, minutes as presented. Ms. Smallwood seconded and the motion passed.

V. Mrs. Smallwood reported that monthly payables had been reviewed. Printouts of monthly payables for February and financial statements were distributed in trustees' folders. After discussion, a motion was made by Ms. Newsome to accept the financial report as presented. Ms. Barton seconded and the motion carried.

The following check numbers were reported:

	<u>Beginning</u>	<u>Ending</u>
General Fund	43556	43635

VI. Director's Report -

Local newspaper articles were shared of recent library news and events throughout the LPRL system.

**Donations**

- Wise County Public Library received a donation of \$1,400 from the Friends of Wise Library to purchase programming enhancements for summer reading.
- Scott County Library received a donation from the Dutton Jones Foundation in the amount of \$1,000 to be used for book purchases.
- Coeburn Community Library received a donation of \$436 from the Friends of Coeburn Library to purchase programming enhancements for summer reading.

**Administrative Highlights**

- Ms. Steffey was proud to announce that LPRL has been awarded a Virginia Commission for the Arts grant. It is a first-time award of a Touring Grant for Scott County. Ms. Griffin, Scott County Library Branch Manager, spearheaded the project. The Barter Theater will perform The Velveteen Rabbit at the Carter Family Fold on March 17.
- Ms. Steffey updated trustees on the progress of the Gibbs grant awarded to Big Stone Gap Library.
- LPRL is partnering with Mountain Empire Older Citizens with their Community-Centered Service Employment Program and Senior Connection Program initiatives.
- All FY2024-2025 budget request letters have been completed and submitted to the localities.
- Ms. Steffey reported on a productive meeting with branch managers and programmers.
- Administrative staff are reviewing LPRL's patron print fees.
- Ms. Steffey updated the trustees on personnel matters concerning staff vacancies and discussed the effectiveness of online recruitment. Library building and equipment maintenance was also discussed.

**Library Highlights**

The Director's PowerPoint presentation shared photos from library displays, programs and activities during the month of February. Children's programming themes included Groundhog Day, Presidents Day, Valentine's Day, Black History Month, and character dress-up days. Bingo, crafting programs, book clubs, crochet clubs, and winter reading challenges remain popular and well-attended by adult patrons. The children always enjoy the presentations of Natural Tunnel Park Rangers to their programs. Library staff continue to celebrate and reward children as they accomplish milestone steps toward the 1000 Things Before Kindergarten promotion.

LPRL and RACE1 Regional Adult & Career Education have formed a partnership which will allow new students to receive an LPRL library card when they enroll in RACE1 classes. Students will gain access to additional resources to help them in their new endeavors. Ms. Steffey expressed her gratitude to Ms. Rebecca Scott, RACE1 Regional Program Manager and a Scott County LPRL trustee, for promoting the partnership and is looking forward to working with RACE1.

Ms. Steffey concluded her report and expressed her appreciation for the LPRL staff for their accomplishments during the month. Vice-Chair Meade noted the staff does a great job with programming, supporting the community, and providing outreach.

06. 78 The following items were distributed in Trustees' folders:

- ❖ Financial Statements
- ❖ Accounts Payable Checks Listing for month of February 2024
- ❖ Monthly Stats Reports for December 2023 and January 2024
- ❖ Updated Board of Trustees Information List

VII. Reports of Committees - None

VIII. Unfinished Business - None

IX. 1. Fundraising Request

A. A letter was submitted by Friends of the Scott County Library for approval to conduct a used book sale at the Scott County Public Library on Saturday, April 13, 2024. A copy of the request letter was distributed in board packs. Ms. Barton made a motion to approve the proposed fundraising request; seconded by Mrs. Smallwood. The motion was approved.

B. The Friends of the Jonnie B. Deel Memorial Library submitted a letter identifying four fundraising proposals:

- 1) Painting workshop in April,
- 2) Chance to win a summertime themed basket in July,
- 3) Used book sale in September, and
- 4) Mini-photo sessions for pets with a Halloween theme in October. \*If photo session fundraiser is successful, the Friends would like to host again for Christmas.

All monies raised will be deposited into the Friends' bank account and used to support library programs and services. Specifically, the Friends will purchase treat bags for the library's annual outreach events such as Halloween in the Park and Christmas in the Park. A copy of the request letter was distributed in board packs. After discussion, Ms. Daniels made a motion to approve the four fundraising requests as presented; seconded by Ms. Newsome. The motion passed.

X. Ms. Griffin briefed trustees on library programming and outreach events planned for her branch for the spring months into summer reading. She detailed a yarn bombing event that is becoming a popular annual community event. Ms. Steffey was pleased to share that Scott County Public Library's yarn bombing program received recognition in a recent Library of Virginia adult programming newsletter. Ms. Daniels suggested contacting MEOC to partner with them concerning transportation needs for the town event.

Ms. Daniels made a motion to adjourn; seconded by Ms. Newsome. Meeting adjourned at 2:07 p.m. followed by a library tour directed by Ms. Griffin and refreshments.

The next regular board meeting will be on Thursday, April 4, at the Wise County Public Library.

  
Secretary

  
Chairman