

LONESOME PINE REGIONAL LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
APRIL 3, 2025

119

PRESENT: Mr. Chris Allgyer
Ms. Vickie Barton
Ms. Ethel Daniels
Ms. Dorinda Holmes
Ms. Charlcia Jones

ABSENT: Dr. Mark Clark
Mr. Lindsay Fischer
Mrs. Earlene Lester
Ms. Carolea Newsome
Ms. Rebecca Scott
Ms. Tammy Scott

Others Present: Shannon Steffey, Director
Onedah Stanley, Business Manager
Debbie Yates, Administrative Assistant
Dakota Mullins, Branch Manager, C. Bascom Slemph Memorial Library

The regular meeting of the Lonesome Pine Regional Library Board of Trustees was held on Thursday, April 3, 2025, at the C. Bascom Slemph Memorial Library in Big Stone Gap. Chairman Allgyer called the meeting to order at 1:00 p.m.

I. Ms. Holmes made a motion to adopt the agenda as presented. Ms. Jones seconded, and the agenda was adopted.

II. Dakota Mullins, Branch Manager, welcomed everyone to the C. Bascom Slemph Memorial Library. He noted the recent renovations to the meeting room then guided trustees on a tour of the addition and renovations to other areas of the library. Trustees returned to the meeting room and the meeting resumed.

III. There were no citizens to speak.

IV. Ms. Barton made a motion to approve the minutes from the meeting of March 6, 2025 as presented. Ms. Jones seconded and the motion carried.

V. Chairman Allgyer reported that he and Ms. Daniels reviewed the monthly payables for March. A monthly payables list for March 2025 and financial statements were distributed in the board packs. After discussion, a motion was made by Ms. Barton to accept the financial report as presented. Ms. Holmes seconded and the motion carried.

The following check numbers were reported:

	<u>Beginning</u>	<u>Ending</u>
General Fund	44459	44533

VI. 1. Director's Report –

Ms. Steffey welcomed Dakota Mullins to the meeting. Mr. Mullins expressed his pleasure at hosting the board meeting at the Big Stone Gap Library this month. He gave a summary of his educational and work history. He described a variety of programs that the library hosted during March. The library also partnered with local schools and businesses for community outreach events. He was excited to highlight new programming the staff is developing.

120 An article from a 1973 issue of *The Post* was shared with trustees. The particular article was about the original groundbreaking ceremony for the C. Bascom Slemp Memorial Library. Ms. Steffey also shared new flyers developed by library staff promoting Mailbox Library services and National Library Week events. She noted that National Library Week is April 6-12.

Grants and Donations

- Ms. Steffey updated trustees on recent grant applications. A MALiA grant was awarded to the Big Stone Gap Library in the amount of \$500 for use in developing a Storywalk event.
- The Rapha Foundation grant funds awarded for FY2024-2025 are nearing completion.
- Scott County Public Library received a donation in the amount of \$1,000 from the Dutton Jones Foundation.

Administrative Highlights

- Three administrative staff received online Overdrive training. Overdrive is our provider of the library's ebook and audiobook collections.
- OCLC, our source for library cataloging, reference and resource sharing, held an on-site visit for a review of LPRL services. Staff was also invited to attend a free training session in Richmond on April 8.
- Ms. Steffey attended an MEOC Children's Services Healthy Families Learning Day to give a presentation about the library's databases and services. The organization works with 33 families.
- She also attended a Region 1 Director's meeting and a STRONG ACC Family Education and Support Workgroup meeting virtually.
- The tabletop advertising opportunity for LPRL has been approved. The contract has been signed and payment rendered.
- Ms. Steffey reported on personnel matters. A Programming Specialist for the St. Paul Library remains unfilled. She will reopen the advertisement for one week. Also, a part-time library assistant position became available at the Clintwood Library.
- Personnel yearly performance evaluations are ongoing and scheduled to be completed by end of April.
- Ms. Steffey was pleased to share that numerous lights and ballasts have been replaced and/or repaired in the main library and meeting room at the Big Stone Gap Library. She expressed her appreciation to the LPRL maintenance staff, branch manager, county maintenance staff and others who assisted with the project.
- Administrative staff have updated the bank signatory cards for the regional banking account.
- Ms. Steffey is working with library staff to digitize some LPRL administrative forms. The new forms help streamline the process.
- Jennifer Hall, IT Manager, and Ms. Steffey have developed a cost estimate for the purchase and implementation of Microsoft 365 and equipment necessary to be compliant with a required Microsoft update and to mitigate security risks.
- Administrative staff sorted the Summer Reading Program enhancement orders and items were distributed to each library. The Library of Virginia provides free promotional items and state aid funds are budgeted for purchase of prize items.
- Ms. Steffey attended the Virginia Public Library Directors Association's (VPLDA) Spring meeting in Harrisonburg. She shared information about the Library of Virginia's new director's vision for public libraries and the Library of Virginia. The meeting also shared

information about Institute of Museum and Library Services (IMLS) funding and federal review. 21

Library Highlights

The Director's PowerPoint presentation showcased library displays, programming, and various activities throughout the month of March. Read Across America Week (March 2-6) celebrates reading and kicked off on Dr. Seuss' Birthday. Staff partnered with local schools in outreach events including community readers and literacy nights. Other popular March programming events included Crazy Hair Day, MECC's Fox Literary Festival, St. Patrick's Day and Easter crafting programs, Trailblazers afterschool programs, adult book clubs, crochet clubs, and coffee groups.

The following items were distributed in Trustees' folders:

- ❖ Financial Statements
- ❖ Accounts Payable Checks Listing for the month of March 2025
- ❖ Monthly Stats Report for February 2025

VII. Reports of Committees

On behalf of the Friends of LPRL Corporation, Chairman Allgyer stated that the group will meet in May immediately following the Board of Trustees meeting. He noted the Friends group approved a donation to LPRL toward the advertising opportunity discussed at the April meeting.

VIII. Unfinished Business - None.

IX. 1. Friends of the Scott County Library submitted three fundraising request letters for the board's consideration. They noted that all the fundraisers were well received in the past and will help the Friends' effort to support the library.

a. The Friends are requesting permission to host an Easter Pet Photo event on April 5 from 10 am to 2 pm.

b. The Friends are requesting permission to host an annual book sale event at the library on May 3, 2025 from 10 am to 2 pm.

c. The Friends are requesting permission to hold a family friendly adult prom/dance at the Scott County Career and Technical Center on September 13 from 6 pm to 9 pm. They noted that there have been many requests from the public to schedule this type of event again. They propose to have a DJ for music, light refreshments, and a photo booth. Patrons would pay a donation of \$10 for digital photos. Ticket prices would be \$35 for a single and \$50 for a couple.

After discussion, a motion was made by Ms. Daniels to approve all three fundraisers submitted by the Friends of Scott County Library. Ms. Barton seconded, and the motion carried.

The board asked Ms. Steffey to encourage all of Friends of the Library groups to give feedback on their fundraising efforts. The board would enjoy hearing from the groups on the outcome of their innovative events. It would be beneficial to share their successes and experiences throughout the LPRL system. Chairman Allgyer noted that he will draft a letter to LPRL's Friends of the Library to see if there would be an interest in scheduling a yearly collaborative meeting.

Ms. Steffey called attention to the February 2025 monthly stats report included in the board folder, noting an increase in usage of many library services and databases for the month.

122 The next meeting will be May 1 at Wise County Public library.

No further business was discussed. The meeting adjourned at 2:02 p.m. by a motion from Ms. Holmes. All signified agreement by rising.

Ethel Davis
Secretary

Chris Allgyer
Chairman