

LONESOME PINE REGIONAL LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
JUNE 26, 2025

127

PRESENT: Mr. Chris Allgyer
Ms. Vickie Barton
Dr. Mark Clark
Ms. Ethel Daniels
Ms. Dorinda Holmes
Mrs. Earlene Lester

ABSENT: Mr. Lindsay Fischer
Ms. Charlcia Jones
Ms. Carolea Newsome
Ms. Rebecca Scott
Ms. Tammy Scott

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, June 26, 2025, at the Wise County Public Library. The meeting was called to order at 1:00 p.m. by Chairman Allgyer.

I. Mrs. Lester made a motion to adopt the agenda as presented. Ms. Barton seconded and the agenda was adopted.

II. There were no citizens to speak.

III. Ms. Daniels made a motion to approve the May 1, 2025, minutes as presented. Ms. Barton seconded and the motion carried.

IV. The Finance Committee did not meet.

V. Director's Report

Ms. Steffey welcomed trustees to the meeting. She expressed her gratitude to everyone for their support during her medical leave. She commended all library staff for their excellent work while she was away from the office.

Grants/Donations

- Generous donations have contributed to the library's Summer Reading Programming:
 - ❖ Jonnie B. Deel Memorial Library received a donation from the Town of Clintwood.
 - ❖ Haysi Public Library received a donation from the Town of Haysi.
 - ❖ The Wise County Public Library received donations from members of the Wise County Recreation Authority and from the Friends of Wise Library.
 - ❖ Big Stone Gap Library received a donation from Teddie's Treasures.

The funds will be used for expenditures for enhancements to this popular children's program.

- The RAPHA Foundation grant award for FY2024-2025 has been finalized. Administrative staff are currently compiling an end-of-grant report.
- A RAPHA Foundation grant has been awarded for FY2025-2026. Ms. Steffey gave a brief overview of the programming and enhancements for this year's theme. She expressed her gratitude to the RAPHA Foundation on behalf of City of Norton, and the Wise and Dickenson County libraries. Increased funding enables the library to invest in more

advanced resources for early education programs which better prepare children for school readiness.

- Ms. Steffey was pleased to announce that a “Keep Virginia Beautiful” Green Grant in the amount of \$500 was awarded to the Jonnie B. Deel Memorial Library. Branch Librarian Kim Rose submitted the proposal to use discarded books for crafting projects.
- On behalf of Dickenson County Library and Haysi Public Library, Branch Librarian Kim Rose submitted a grant request to the Columbus Phipps Foundation. The Foundation approved an award to fund her requested purchase of materials.

Administrative Highlights

- Ms. Steffey acknowledged that Ms. Daniels and Ms. Barton have been appointed to serve for another term on our board. The Lee County Administrator’s office has notified Ms. Steffey that Nancy Britton has been appointed as trustee for a first term on the library board. An orientation meeting will be scheduled for her with Ms. Steffey prior to the July board meeting.
- The Policy Manual revision approved by the board in May is enclosed in each folder. Trustees were requested to update their Policy Manual accordingly.
- May and June are busy months for regional and library staff as they prepare for preschool class graduations, end-of-year celebrations for children’s programs, summer reading programming, finalizing grant expenditure reports, and closing out the fiscal year. Ms. Steffey acknowledged the diligence of Business Manager Ms. Stanley in closing out FY2024-2025 and crafting a proposed budget for FY2025-2026.
- Ms. Steffey updated trustees on personnel matters. She also discussed webinars, meetings, and workshops that library staff attended.
- Ms. Steffey was pleased to report that the tabletop advertisement project approved by the Board earlier this year is finished. The tabletops are located in the Woodbooger Grill in the City of Norton.
- Ms. Steffey expressed her appreciation to our localities and local newspapers for sharing photos and their positive comments about programming events with the community.

Library Highlights

The Director’s PowerPoint presentation included highlights from library events in the months of May and June. Earth Day, Mother’s Day and Memorial Day were some of the themes used in May for adult crafting and children’s programming initiatives. Graduation 2025 celebrations and end-of-year parties captured lots of attention in June. Some classes took advantage of local splash pads for their end-of-year party. Bingo and book clubs remain popular events. Painting classes have sparked an interest for our Young Adult programming.

Ellen Elmes, author/artist, was featured at the Dickenson County Library. Big Stone Gap Library hosted author Jordan Dotson. Outreach activities were held at Senior Citizens Centers, local schools, and community centers. Library staff participated in “Gathering in the Gap” in Big Stone Gap, TRIAD event in Lee County, and Gate City’s Yarn Bombing Festival.

The following items were distributed in trustee folders:

- ❖ Financial Statements
- ❖ Monthly Stats Reports for April and May 2025
- ❖ Policy Manual Revision #148

VI. 1. Chairman Allgyer appointed Ms. Barton and Ms. Holmes to the Nominating Committee for selection of proposed officers for FY2025-2026. No other names were submitted for consideration. Both trustees agreed to serve on the committee. After discussion, the Nominating Committee stated they will meet on Thursday, July 10, at 12 noon. A proposed slate of officers will be presented for full board consideration at the first regular meeting of the new fiscal year on July 10 at 1:00 p.m. 29

VII. Unfinished Business – None

VIII. 1. The proposed FY2025-2026 budget was distributed for trustee review. Business Manager Onedah Stanley presented the proposed budget. Discussion ensued. Ms. Steffey and trustees expressed their gratitude to all localities for the continuation of level funding for LPRL for the new fiscal year. Trustees expressed their appreciation to Ms. Stanley for an excellent job in drafting the proposal. Ms. Steffey updated trustees on the status of FY2026 state funding, as provided by the Library of Virginia. A motion to approve the budget for FY2025-2026 was made by Dr. Clark and seconded by Mrs. Lester. The proposed budget was approved unanimously.

2. The family of Jonnie B. Deel donated a piece of artwork from Bill Deel's collection. Ms. Steffey shared a photo and bio information submitted by Branch Librarian Kim Rose for trustees' consideration. Ms. Rose and Ms. Steffey expressed a desire to accept the gracious donation for display at the Jonnie B. Deel Memorial Library. Ms. Barton made a motion to accept the donated artwork. Ms. Holmes seconded, and the motion passed unanimously.

3. Ms. Steffey reported on an equipment upgrade of the library's server which is scheduled for July 28. The IT coordinator has been informed that LPRL's internet service will be disrupted and will not be available for staff or public use during the upgrade. Ms. Steffey proposed closing all LPRL libraries for the equipment upgrade on Monday, July 28. Mrs. Lester made a motion to approve the request to close due to the equipment upgrade on Monday, July 28. Ms. Holmes seconded, and the motion passed.

Chairman Allgyer gave a reminder of the next board meeting on Thursday, July 10, at the Wise Library.

No further business was discussed. The meeting was adjourned at 1:54 p.m. by a motion from Ms. Barton and seconded by Mrs. Lester. All signified by rising.

Ethel Danick
Secretary

Chris Allgyer
Chairman