

LONESOME PINE REGIONAL LIBRARY  
REGULAR BOARD MEETING  
BOARD OF TRUSTEES  
MAY 1, 2025

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PRESENT: Mr. Chris Allgyer  
Ms. Vickie Barton  
Ms. Ethel Daniels  
Mr. Lindsay Fischer  
Ms. Dorinda Holmes  
Ms. Charlcia Jones  
Mrs. Earlene Lester

ABSENT: Dr. Mark Clark  
Ms. Carolea Newsome  
Ms. Rebecca Scott  
Ms. Tammy Scott

Others Present: Shannon Steffey, Director  
Onedah Stanley, Business Manager  
Debbie Yates, Administrative Assistant  
Wesley Baugh, Regional Technical Services Manager

The regular meeting of the Lonesome Pine Regional Library Board of Trustees was held on Thursday, May 1, 2025, in the Harris Art Gallery at the Wise County Public Library. Chairman Allgyer called the meeting to order at 1:00 p.m.

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

II. There were no citizens to speak.

III. Prior to disposition of the minutes, the Chairman discovered an error in numbering of today's agenda items. It was noted and he verbally corrected the agenda item numbers. A motion was made by Ms. Jones to approve the minutes from the April 3, 2025 meeting as presented. Mrs. Lester seconded and the motion carried.

IV. Chairman Allgyer and Ms. Daniels reviewed the monthly payables for April. The monthly payables list for April 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. Jones seconded and the motion carried.

The following check numbers were reported:

	<u>Beginning</u>	<u>Ending</u>
General Fund	44534	44603

V. 1. Director's Report –  
**Administration**

- Ms. Steffey introduced LPRL Regional Technical Services Manager Wesley Baugh to the trustees. Mr. Baugh summarized his educational background and work history. He described the work responsibilities for his position. After a brief discussion period with trustees, the Director's report continued.

- Ms. Steffey highlighted a new flyer about the books-by-mail service that is being distributed into the community and posted on the libraries' Facebook page to increase awareness of the service. The flyer was created by Ms. Williams, Reference Specialist at the Wise County Public Library.
- Five administrative staff including Ms. Steffey attended a one-day OCLC Learning Summit at the Library of Virginia in April. OCLC (Online Computer Library Center) is a global library organization libraries use to manage their collections, share resources and provide platforms to make information more accessible to users. Their software is used by LPRL for cataloging and resource sharing. Interlibrary loan awards were presented for Virginia libraries for top borrower, top lender, and top growth for 2024. Ms. Steffey was pleased to report LPRL received the award for top growth in interlibrary loan lending, increasing by 38 percent.
- Ms. Steffey and two administrative staff attended a Virginia Employment Office Workforce Service workshop about Working with Generations. In addition, Ms. Steffey gave a presentation for the Business Solutions Manager of the Virginia Career Works Center about the library's databases so she could inform her contacts about the library's resources.
- Ms. Steffey gave an update concerning discussions with the Director of Mountain Empire Community College Foundation for the 50<sup>th</sup> anniversary celebration of the Fox Festival in 2026.
- A meeting with Senator Tim Kaine was held at the Christiansburg Library in April with attendance of approximately 50-75 in person and more than 100 online. Senator Kaine was there to discuss federal IMLS funding. Ms. Steffey participated via Zoom. She briefed trustees on the status of funding and the outlook by Library of Virginia.
- Personnel updates include: a Programming Specialist has been hired for the St. Paul Library with a start date of May 5. Two candidates have been selected for Part-Time Library Assistant positions at Coeburn Library and Wise Library. Background checks are pending, then the hiring process can be finalized.
- Trustees were given an update on the status of library employee performance evaluations, the upgrade of LPRL forms online, and staff training webinars.
- Administrative staff and branch managers are diligently working to complete grants and federal funding requirements by the fiscal year deadline.

### **Grants and Donations**

- A RAPHA Foundation grant for 2025-2026 has been submitted for consideration with a theme of technology-based literacy.
- A Gibbs Foundation grant was submitted on behalf of the Big Stone Gap Library. The library would like to purchase a 3D printer for public use if the grant is awarded.
- A Virginia Green grant was submitted on behalf of the Jonnie B. Deel Library.
- The St. Paul Library received a donation in the amount of \$200 from Wise County Recreational Authority members for enhancements for the children's programming.

### **Library Highlights**

Ms. Steffey expressed her gratitude to the Wise County maintenance workers for their efforts in removing a downed tree around the Big Stone Gap Library property. Also, she expressed her appreciation to Branch Manager Dakota for trimming along the driveway at the library.

A heat pump at the Haysi Library has to be replaced. Ms. Steffey expressed her appreciation to Dickenson County for their assistance with the purchase and installation of a new unit. 125

Scott County Library received a generous donation of Nintendo game cartridges. Administrative staff are in the process of ordering game consoles and accessories as well as creating a record for patron check-outs.

The Director's PowerPoint presentation included photos showcasing National Library Week events, Easter programming, egg hunts, and Spring/Easter crafting programming. During National Library Week (April 6-12), community guest readers participated in library programs and library staff partnered with local schools as guest readers. The libraries were pleased to provide tours for elementary school classes. Students from UVA-Wise participated in their annual "Day of Service" outreach at the Wise Library. Adult and senior center programming remains popular. There were awareness displays about domestic violence and Child Abuse Prevention Month.

Dickenson County Library hosted a new adult program. A local resident demonstrated how to make sour dough bread. The program was well attended and received nice feedback. Ms. Steffey noted that Library Directors across the state are talking about the popularity of food programs. Other LPRL libraries have expressed an interest in hosting food programs in the coming months. LPRL's Dickenson County libraries and Buchanan County Public Library collaborated with Communities in Schools in the Appalachian Highlands to provide juvenile historical fiction books by author Lauren Tarshis to all students in grade four through six for Dickenson and Buchanan County schools.

Trustees commended Ms. Steffey and the library staff on their accomplishments for the month.

The following items were distributed in Trustees' folders:

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

#### VI. Reports of Committees

On behalf of the Friends of LPRL Corporation, Chairman Allgyer stated that the group will have a brief quarterly meeting immediately following today's Board meeting.

#### VII. Unfinished Business - None.

VIII. 1. Ms. Steffey recommended a review of LPRL's travel expense meal rates. Due to inflation and recent price increases, she proposed an increase in the per diem rate as follows: For meals for partial day's travel - Breakfast \$10, Mid-Day \$15 and Evening \$35. For full days of travel, the proposed per diem rate would be \$60/day. After group discussion, a motion was made by Mr. Fischer to approve the proposed per diem rates and seconded by Mrs. Lester. The motion carried.

2. Board meeting dates were discussed for June and July according to the proposed on the agenda. After discussion, the Board approved meeting dates as follows:

a.&b. The Board approved a motion to combine the regular board meeting and budget adoption for Thursday, June 26 at 1:00 p.m. at the Wise County Public Library. The motion was made by Mrs. Lester and seconded by Ms. Jones.

c. The Board approved a motion to schedule the July regular meeting of the Board for Thursday, July 10 at 1:00 p.m. at the Wise County Public Library. The motion was made by Ms. Barton and seconded by Ms. Jones.

3. Ms. Steffey reported that three trustees have term dates that will expire June 30, 2025. Ms. Daniels and Ms. Barton will seek reappointment. Ms. T. Scott will not be able to serve another term due to family obligations. She has submitted her resignation letter and notified her county administrator. Ms. Barton was pleased to report that she was reappointed at the Dickenson County Board of Supervisors meeting in April. Administrative staff will contact the other administrators to request the reappointment and/or new appointment process.

Chairman Allgyer explained that a member of the Finance Committee has not been able to attend recent meetings due to an extended illness in her immediate family. Ms. Barton volunteered to assist the Finance Committee as needed.

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

Ethel Daniels  
Secretary

Chris Allgyer  
Chairman