

LONESOME PINE REGIONAL LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
FEBRUARY 5, 2026

PRESENT:	Mr. Chris Allgyer	ABSENT:	Dr. Mark Clark
	Ms. Vickie Barton		Mr. Lindsay Fischer
	Ms. Nancy Britton		Ms. Charlcia Jones
	Ms. Ethel Daniels		Ms. Rebecca Scott
	Ms. Dorinda Holmes (Zoom)		
	Mrs. Earlene Lester		
	Ms. Carolea Newsome		

Others Present: Shannon Steffey, Director
Onedah Stanley, Business Manager
Debbie Yates, Administrative Assistant
Sarah Rose, Administrative Assistant
Emily Elswick, Regional Technology Coordinator
Wesley Baugh, Technical Services Manager

The regular meeting of the Lonesome Pine Regional Library Board of Trustees was held on Thursday, February 5, 2026, at the Wise County Public Library. The meeting was called to order at 1:00 p.m. by Chairman Allgyer.

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

II. There were no citizens to speak.

III. Ms. Britton made a motion to approve the minutes of the December 11, 2025, meeting as presented. Ms. Lester seconded and the motion carried.

IV. 1. Ms. Barton reported that monthly payables were reviewed. Printouts of monthly payables for December 2025 and January 2026 were distributed. Financial statements were also distributed. After discussion, a motion was made by Ms. Lester to accept the financial report as presented. Ms. Britton seconded and the motion carried.

The following check numbers were reported:

	<u>Beginning</u>	<u>Ending</u>
General Fund	45105	45206

2. The proposed budget for FY2026-2027 was distributed for Board review. Ms. Stanley, Business Manager, presented the proposed budget report. After discussion, Ms. Barton made a motion to approve the proposed budget for FY2026-2027 as presented. Ms. Newsome seconded, and the motion carried. Trustees and Ms. Steffey commended Ms. Stanley for being proactive and keeping up with the upcoming year's policies and law changes.

V. 1. Director's Report -

Administrative Highlights

- Ms. Steffey introduced new staff members in attendance and stated that she wanted board members to meet other Regional Office staff at the next meeting. Ms. Steffey expressed satisfaction with the staff's training progress and commended the level of professionalism they bring to their roles.
- Ms. Steffey also noted that Zoom was utilized for the first time during a board meeting.
- Annual performance evaluations are underway for all employees to be completed in March. Ms. Steffey announced that forms for performance evaluations are being revised for next year.
- Library Staff worked to complete the design and compilation for the annual report.
- Employee W-2s and 1099 tax forms were completed and submitted by our Business Manager. She also drafted the budget proposal for FY2026-27.
- Library Staff conducted interviews for the Wise County Library Manager and Regional Office Administrative Assistant positions. Applicants have been selected for both positions. Ms. Steffey was also excited to report that a full-time Children's Programmer position for Dickenson County was filled. A part-time Library Assistant will also be hired for Haysi. A 20-hour per week Library Assistant position was filled at the Big Stone Gap location.
- Ms. Steffey reported that she finished the end of grant report for the MALIA story walk for the Big Stone Gap branch. She also stated that she spoke to John Sutton about advertisement for the library in the theater, the price will be \$1200.00 for three months. Another option would be a digital billboard on Rt. 23 that costs \$500 per month, she is currently trying to obtain funding for this endeavor.
- Staff are currently weeding outdated materials in the children's non-fiction, adult fiction, reference, and media collections.
- Ms. Steffey reported that Summer Reading materials have been ordered and received. The slogan for this year is Unearth a Story and is dinosaur themed.
- Ms. Steffey is currently working with The Board of Trustees policy committee to obtain a policy on self-published books.
- Ms. Steffey was able to present a Power Point to the Wise County Board of Supervisors at their last meeting. During that meeting she highlighted the library's services and databases. Ms. Steffey was also able to present our current databases to some of the staff at Ridgeview High School: The Children's Programmer from Dickenson County presented library services.
- Regional staff completed and submitted the annual Bibliostat report to the Library of Virginia, which compiles statewide library statistics for administrative oversight. Ms. Steffey expressed appreciation to all staff involved in gathering and preparing the required information.
- Point Broadband won the E-Rate bid to provide internet and Wi-Fi services.
- Five Branch Managers have signed up to complete an online course about crucial conversations and mastering dialogue. This class will be paid for by The Library of Virginia.
- The Regional Office hosted a retirement party for Debbie Yates, Jennifer Hall and Marsha Miller. Ms. Steffey extended her well wishes and expressed appreciation for their combined 100 years of service.

- The Wise County Garden Club will be presenting a bench for the Wise County Public Library's yard in June.
- Dickenson County installed a new heat pump for the Clintwood Branch. A new roof is slated this year for the Haysi Branch.
- Wise County replaced heat pump in Mailbox Library.
- Lee County has worked to solve some building issues at Lee County Public Library.
- Mountain Empire of Older Citizens (MEOC) has contacted the library about placing a worker in the Lee County Branch to work 30 hours per week. This program allows senior citizens to get back into the work force.
- E-mail updates will be happening on February 8th and 9th to improve e-mail and communication capabilities.

Library Highlights

The presentation continued with Ms. Steffey sharing photos and describing various programs and activities held throughout the library system in December and January. LPRL libraries participated in Community Christmas outreach programs, local parades, and treat distributions. Santa and Mrs. Claus came to visit with the children. Haysi Kiwanis Club made Christmas special for Haysi's Little Pines and Baby Sprouts by bringing presents and treat bags for each student and their younger siblings. Children at the other branches were given a book and treat bags filled with goodies at their Christmas parties. Big Stone Gap's Fire Department visited Baby Sprouts and made fireman hats with the children. Even the Grinch made an appearance at some library locations. Guest readers also read *Twas the Night Before Christmas* at some branches. A wide variety of Christmas tree ornaments were made as part of the adult crafting classes. Little Pines and Baby Sprouts enjoyed making ornaments, decorating cookies, visiting with a therapy dog and continuing to learn the alphabet. Trailblazers were able to try out the virtual goggles bought by funds from the RAPHA grant. SWVA Museum did a display called "A Pressing Issue" showing the evolution of the clothes iron. A 3-D printer was also purchased using money from Gibbs Grant funds, with the goal of encouraging technical and creative learning for all ages. The Clinch River Park Ranger has visited several of our local libraries to present a program for National Squirrel Day and deliver an educational session on the solar system. Bingo night, adult crafting, adult outreach with Senior Citizen groups, book clubs, movie night and crochet clubs continue to be well-attended.

The following items were distributed in Trustees' folders:

- ❖ Financial Statements
- ❖ Accounts Payable Checks Listing for the months of December 2025 and January 2026
- ❖ Monthly Stats Report for December 2025
- ❖ Proposed Budget for FY2026-2027
- ❖ LPRL Annual Report 2024-2025

2. The LPRL Annual Report 2024-2025 was distributed to trustees. Ms. Steffey presented the proposed Annual Report and highlighted areas of interest throughout the report. Discussion ensued. Trustees expressed their approval and consented to the design and composition of the report. Ms. Britton made a motion to approve the Annual Report as presented. Ms. Barton seconded and the motion carried.

VI. Reports of Committees - None. Chairman Allgyer mentioned that the Friends of LPRL Corporation will meet following today's meeting.

VII. Unfinished Business –

1. Policy Review Committee needs to appoint a Trustee representative for Lee County, Ms. Britton volunteered to join the committee. Ms. Barton made a motion to accept Ms. Britton to Policy Review Committee. Mrs. Lester seconded, and the motion carried. A meeting was scheduled for March 5, 2026, following the Board of Trustees meeting.

2. Storage solution for Scott County Public Library will be postponed for resolution until the March meeting.

VIII. No new business to discuss currently.

Chairman Allgyer thanked trustees for their attendance today and noted that the next board meeting will be on March 5th at Wise. He commended Ms. Steffey on the positive publicity in an article in the Coalfield Progress, giving positive feedback to a presentation she completed for the Wise County Board of Supervisors. No further business was discussed. The meeting adjourned at 2:15 p.m. by a motion from Ms. Barton; all signified by rising.

Secretary

Chairman