

Meeting minutes of the Tazewell County Public Library Board of Trustees held at the Tazewell Library, 129 Main Street, Tazewell, VA October 17, 2019 at 3:30 p.m.

Present: Regina Roberts, chair
Karel Ryan, vice chair
Mary Sue Dean, trustee
Erica Hall, TCPL Director
Tammy Powers, Outreach Coordinator
Betty Pruett, TCPL Administrative Assistant

Absent: Connie Bailey, trustee
Tom Brewster, trustee

No members of the public were present.

I. CALL TO ORDER: Vice Chair Ryan called the meeting to order at 3:40 p.m.

**II. CONSIDERATION OF APPROVING THE AGENDA FORMAT
ADDITIONS/DELETIONS**

III. APPROVAL OF MINUTES

A motion was made by Trustee Dean, with a second by Trustee Ryan, that the September 19, 2019, minutes be approved as written. With all trustees present voting in favor of this and none opposed, the motion passed to accept the September minutes as written.

IV. DIRECTOR'S REPORT

New Trustee: Trustee Dean replaced Diana Queen, who had due to resign to her husband's illness.

Calendar of Events: Friends of the Library annual meeting will be held October 21, 2019, at Tazewell. On October 23rd through October 25th, Erica, Chris Wilkes, and Cassie Ogle will be attending a VLA conference in Norfolk, VA. There is a TCPL Foundation meeting scheduled for 10:00 a.m. on Tuesday, October 29th, with guest speaker Ben Shrader, a financial manager. Trustee Ryan also recommends the Foundation retains an attorney who is familiar with trust and estate work. Also, there will be a staff Christmas party on December 8th which the Trustees are invited to attend.

Board of Supervisors Update: The quarterly update to the Board of Supervisors was on October 1, 2019. After the update, Supervisor Hackworth complained to Chair Roberts about some of the Library programs. Director Hall is gathering information on the programs to give to Chair Roberts for review.

Bluefield Outside Lighting: The lights on the parking lot of the Bluefield Library aren't working properly. Betty has been in contact with AEP to resolve the issue.

Thrifty Elves: This is a new program in conjunction with 4H that is being developed. 4H may host teen yoga at the Bluefield Library.

Update on New Computers: We are currently waiting on Ashton Addison to respond to the numerous texts and messages that Betty Pruett has left inquiring about the status of the new computers and other equipment. On September 30, 2019, Mr. Addison responded that he would be in the following week to do installs, but he did not show up or contact us. On October 5th, Michael Cantrell brought by some of the equipment. We were short 2 PCs, 6 monitors, 4 security cameras, and 4 iPad stands. In addition, three PCs were used, not new as paid for. Mr. Addison was notified of the shortage on October 7th. To date, there has been no response from him concerning the shortage nor the installation. Trustee Ryan suggested sending him a text to call. We have heard nothing.

V. FINANCIAL REPORT

As of September 30, 2019, the library spent \$260,558.17, 23.95% of the budget. As of September 30, 2019, the library collected \$5,850.76 in fines/fees.

VI. OUTREACH SERVICES REPORT

Tammy Powers, Outreach Services Coordinator, presented a report on outreach services. Monthly visits are scheduled at AASC in Tazewell and Cedar Bluff, Westwood Senior Center, Burke's Garden and Raven Theater and Coal Museum. They have a program, a craft, and an opportunity to check out books. The Raven Theater outreach is not doing well. Tammy is having difficulty reaching out to someone to schedule. When we go to Burke's Garden, we are also leaving books for school use. Some additional monthly visits include Dogwood Crossings, Davis House, and a new inspirational Book Club @ The Well Coffee Shop. There are a total of 23 girls who are registered for Girls Who Code held at Richlands Middle School, Richlands Elementary School, Cedar Bluff Elementary, and two clubs at the Tazewell Library. A number of festivals were attended during the summer months: Bluefield Autumn Jamboree, Cedar Bluff Heritage Festival, Burke's Garden Festival, and Pocahontas Pumpkin Festival. September library card sign ups were held at Food City in Bluefield and Claypool Hill, Food Lion in Richlands, and Grant's in Richlands. We are working with Tazewell County Public Schools to implement the STAR (Students Teachers Access Research) program. We are waiting for a response from Dr. Stacy. It was suggested that library personnel attend the school board meetings. Tammy applies for and received a \$2,000 grant to furnish the study room with furniture and equipment.

VII. COMMITTEE REPORTS

There were no committee reports given.

VIII. UNFINISHED BUSINESS

New Logo: This was tabled to the next meeting.

XI. NEW BUSINESS

There was no new business to discuss.

XII. PUBLIC COMMENT

No members of the public were present. Kon Patterson was scheduled to attend but did not show up. Mr. Patterson sent a text to Trustee Ryan about having a local author section in the Richlands Library featuring John C. Tyson, who was instrumental in keeping the Richlands Library open years ago.

XIII. ADJOURNMENT

There being no further business, upon a motion made by Trustee Ryan and seconded by Trustee Dean, the Board voted unanimously to adjourn the meeting at 4:55 p.m.

The next meeting is scheduled for November 21, 2019 at 3:30 p.m. in Bluefield.

Respectfully submitted,

Betty Pruett, Administrative Assistant

**Tazewell County Public Library Board of Trustees
Regular Meeting
September 19, 2019
Tazewell Library
Tazewell, Va.
3:30 p.m.**

MEETING MATERIALS AND SUPPORTING DOCUMENTS

- 1. Agenda**
- 2. Minutes of September 19, 2019**
- 3. Director's Report**