

Meeting minutes of the Tazewell County Public Library Board of Trustees held at the Richlands CART office, 1413 Front Street, Richlands, Va., April 21, 2023, at 3:30 p.m.

Present: Regina Roberts, Chair
Ginger Branton, trustee
Patsy Murphy, trustee
Erica Galloway, TCPL Director
Cassie Ogle, TCPL Technical Services Librarian

Absent: Karel Ryan, vice chair
Connie Bailey, trustee

1. CALL TO ORDER: Meeting called to order by Chair Roberts at 3:34 pm.

2. CONSIDERATION OF APPROVING THE AGENDA FORMAT

ADDITIONS/DELETIONS: Chair Roberts requested the addition of the topic Richlands Branch under new business. Trustee Murphy requested to include an update on the Library of Congress surplus books program under unfinished business. Trustee Branton made a motion, with a second by Trustee Murphy to accept the agenda with the additions. With all in favor and none opposed, the motion carried.

3. APPROVAL OF MINUTES: Trustee Branton made a motion, with a second by Trustee Murphy, to accept the March 16, 2023, minutes as submitted. With all in favor and none opposed, the motion carried.

4. DIRECTOR'S REPORT:

Friends of the Library: The FOL is meeting this week over email. They are supplying funds for summer reading program performances. The Belle of Amherst performances were well attended.

Aaron Gillespie and Maggie Asbury of the Tazewell County Board of Supervisors are funding summer reading program performances in their districts. Comicon is scheduled for October 20-21, 2023, at Nuckolls Hall at the Tazewell County Fairgrounds. The

Tazewell County Board of Supervisors waived the fee to use the fairgrounds facilities for Comicon.

Foundation Update: The next Foundation meeting is April 25, 2023, at 10:30 in Richlands. An Appalachian themed fundraiser dinner is being planned for May 21, 2023, at The Front Porch on Main in Tazewell. Irma Mitchell and Amanda Killen are planning to have a band perform during the dinner and there may be a table for a silent auction. There are also plans for inviting local artists and authors. The Foundation board will decide the price of the tickets for the dinner at the next meeting.

Phase I at the Richlands Branch has started, and Phase II is expected to be ready to be sent out to bid around the beginning of May. There was a good turnout for the Phase I groundbreaking ceremony on Tuesday, April 4, 2023.

General Update:

- The pop-up library at the Tazewell County Administration building is going well and has seen steady traffic.
- The carpet at Tazewell was torn out by county maintenance. They also cleared out the areas where the drilling will happen and hung plastic to protect the remainder of the building. They are planning to come back later in the month to put plastic over the vents of the HVAC system. Drilling is expected to begin around May 15, 2023.
- The work on Phase I started at the Richlands Branch focusing on the fence around the building. A banner for the project will be installed soon. The construction company is sending an invoice to the Foundation. Chair Roberts will send a detailed report to Ron Holt, interim town manager for the Town of Richlands.
- Lisa Tyson won the Outstanding Staff Member award from the Virginia Public Library Director's Association. The Tazewell County Board of Supervisors will present a resolution at their June 6, 2023 meeting.
- The Emma Yates hat exhibit at the Historic Crab Orchard Museum opened on April 10, 2023. There were photos from the exhibit opening in The Voice

newspaper. Trustee Branton suggested coordinating an event with other organizations for the end of the exhibit.

- The traveling exhibit, We Demand Women's Suffrage, from the Library of Virginia was installed at Bluefield. The Women in Leadership panel is scheduled for April 25, 2023, in Bluefield in conjunction with the exhibit.
- Lisa Tyson is working with Shanna Plaster to get kids involved with the Millions of Minutes program before the school year ends. The program will begin in May for Richlands Elementary School and will be available to the rest of the community in June.
- The Down on the Farm party is scheduled to be in the side parking lot of the Tazewell library on June 10, 2023. The Women's Committee of the Farm Bureau is partnering with the library for the event.
- Director Galloway attended the Creative Aging virtual seminar and has hopes of coordinating with the Appalachian Agency for Senior Citizens and CART.

5. FINANCIAL REPORT:

- a. As of March 31, 2023, the library had spent \$827,978.37, 52.96% of the annual budget.

Director Galloway met with Charles Stacy who directed her to speak with Aaron Gillespie regarding the payroll budget discrepancies. Aaron Gillespie advised her to meet with the budget committee. Chair Roberts suggested having Director Galloway write an official letter and requested that the topic be included on the agenda for the next meeting.

Trustee Branton made a motion, with a second by Trustee Murphy, to send a formal letter if the funds are not ratified with the April 30, 2023, trial balance. With all in favor, and none opposed, the motion carried.

- b. As of March 31, 2023, the library had received \$9,487.34 in fines and business service fees.

6. UNFINISHED BUSINESS:

- a. Dolly Parton's Imagination Library – Director Galloway is continuing research on funding options for this project and suggested tabling it until the next meeting. Discussion between trustees about the Foundation Board giving some funds and having the Friends of the Library handle the funds. The funds would have to be handled by a 501c3 and not the library.
- b. Story walk in Richlands – Director Galloway is continuing research on funding and location options for this project and suggested tabling it until next meeting. Chair Roberts suggested partnering with Appalachian Agency for Senior Citizens for creating a story walk for seniors and to investigate options for other partnerships for focusing on mental health.
- c. Louise Leslie recognition – Tabled until next meeting.
- d. Library of Congress Surplus Books Program update – Trustee Murphy spoke with Caleb Dishman from Representative Griffith's office and paperwork for the project has been completed. A member of Representative Griffith's staff at the Washington D.C. office will go to the Library of Congress to select the books and details for delivery are to be determined. Trustee Branton suggested partnering with Tazewell County Public Schools so that elementary and middle school students could receive books on the same day. Chair Roberts stated that the Board of Trustees should not pursue creating a program and leave that responsibility to Director Galloway's discretion.

7. NEW BUSINESS:

- a. Post Office Box – A former employee is named as the authorized agent of the library's post office box in Tazewell and the library is unable to make any changes to the box, including changing the lock or getting additional keys. The box belonged to the library before the former employee was hired at the library and it is unclear when ownership of the box was transferred. Assistant Director Chris

Wilkes spoke with the postmaster to attempt to clear up the situation. Director Galloway spoke with the county attorney, Chase Collins, for guidance to regain ownership of the post office box. He recommended that the Trustee Board issue a resolution to remove the former employee as the authorized agent and to establish two authorized agents based on position title instead of name.

Trustee Branton made a motion, with a second from Trustee Murphy, to write an official letter to the Tazewell postmaster general to designate the director and assistant director to have authorization to do what is necessary to maintain the post office box and to remove the former employee, the administrative assistant, which is no longer a position within the library, as the authorized owner. The Board of Trustees agrees to notify USPS if the persons currently holding those positions changes. With all in favor and none opposed, the motion carried.

- b. Richlands Branch – Chair Roberts presented and read aloud a letter from herself addressed to the Board of Trustees regarding the multi-color curtains in the youth services department at the Richlands Branch. Chair Roberts stated in the letter that she has received complaints from multiple community members that are concerned that the multi-color curtains are promoting and giving special rights to a special interest group. Director Galloway stated that she would investigate replacing the curtains. Trustee Murphy stated that the curtains should be removed. Trustee Branton volunteered to replace the curtains when the new windows are installed. Chair Roberts stated that the fundraising for the Richlands Renovation project is being affected by community members assuming that the library is favoring a special interest group. Director Galloway suggested replacing the curtains with the Richlands High School colors.

Trustee Murphy made a motion, with a second by Trustee Branton, to replace and refresh the curtains in conjunction with replacement of the windows as part of the

Richlands Renovation project. With all in favor and none opposed, the motion carried.

8. PUBLIC COMMENT: No members of the public present.

9. ADJOURNMENT: Motion by Trustee Branton, with a second by Trustee Murphy, to adjourn the meeting. The meeting was adjourned at 5:21 pm.

The next regular meeting is scheduled for Thursday, May 18, 2023, at 3:30 pm at the Tazewell County Administration building.

Respectfully submitted,

Cassie Ogle, Technical Services Librarian

Tazewell County Public Library Board of Trustees

Regular Meeting

April 21, 2023

**Richlands CART office,
Richlands, Va.**

3:30 p.m.

MEETING MATERIALS AND SUPPORTING DOCUMENTS

- 1. Agenda**
- 2. DRAFT Minutes of March 16, 2023**
- 3. Director's Report**
- 4. Letter from Regina Roberts**

Dear Board of Trustees,

This letter is to inform you about a public complaint that I've been dealing with for several months. I have done my best to handle this in a professional manner and not burden you with the local gossip and complaints surrounding the Richlands Branch Library. However, it has reached a level of public awareness and complaint that I believe is no longer one that can be handled by our Director, Erica Hall, and myself. Please review the details here as I objectively recall and share them with you:

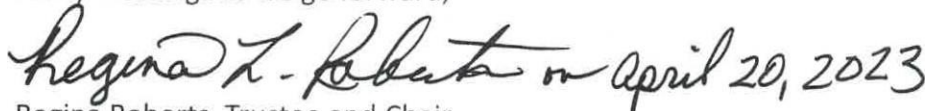
Shortly after The Foundation Board of Directors hosted the "Mad Hatter Dinner" fundraising event, I was approached by several local (town of Richlands) patrons and community leaders regarding the rainbow curtains in the children's room of the Richlands Branch Library. I was asked if the Library is promoting and gives special rights and space for a said group of people using the rainbow as an identifying symbol for their movement and identification. I immediately replied, "The Library serves all citizens equally and does not cater to special interest groups...this is the children's room and the color of the basic Crayola crayons... I don't think there's any connection to a special interest being served."

However, after being approached a couple of more times through the holidays and first pad of 2023, I reached out to Erica Hall about the complaint. It was on March 1, 2023, in the Virginia room of the Tazewell Branch where she and I spoke privately about this matter. Erica stated the same as I had in that there is "no such service or recognition being given to any special interest groups. " I expressed my concerns that it would be in the best interest of the TCPL to remove these curtains since it is being perceived as such. Erica stated, "I will take care of this. " I have not spoken with her since that time regarding this matter. I have no idea as to how she has taken care of this to date. I plan to request an update from our Director regarding this today at our regular scheduled meeting.

This complaint has arisen again since the ground breaking event to announce the beginning of work for Phase 1 of the Richlands Library Renovation Project. This is the reason for this letter and my bringing this to your attention. I believe this Board needs to decide and act on how to handle this matter currently being talked about in the Richlands Community and County at large. This is unfortunately set to hinder the current Capital Campaign Fundraising on-going for the next two phases of our monumental restoration of the historic Richlands Library building.

Please let your voice be heard and help me move forward in regards to this matter at hand. Thank you for your support and standing by me these past few years as we have accomplished amazing things for the Tazewell County Public Library and it's branches.

Man Blessings as we go forward,
many blessings as we go forward,

Handwritten signature of Regina Roberts in cursive script, dated April 20, 2023.

Regina Roberts, Trustee and Chair
Regina Roberts, Trustee and Chair



DIRECTOR'S REPORT

march-april 2023

FRIENDS OF THE LIBRARY

- Meeting this week over email
- Funding summer performers
- Belle of Amherst performances were wonderful!
- Planning for comic con in October

FOUNDATION

- Next meeting is 4/25 at 10:30 at Richlands
- Appalachian dinner being planned for 5/21 at The Front Porch on Main in Tazewell

LIBRARY UPDATES

- Pop-up library in Tazewell going well; Wed-Fri 11-1
- Update on Tazewell building
- Update on Richlands building
- Lisa's award & resolution
- Traveling exhibit in Bluefield

LIBRARY UPDATES & CALENDAR:

- April 22- Chess tournament
- April 25- Panel w/travelling exhibit
- May- Millions of Minutes "spring training"
- May 15- start of drilling on Tazewell
- June- Millions of Minutes, SRP begins
- June 10- Down on the Farm party
- June 12- beginning of Teetotalers and Moonshiners: Prohibition in Virginia