

**Meeting minutes of the Tazewell County Public Library Board of Trustees
held at the Tazewell County Public Library 129 Main Street, Tazewell, Va., April 21,
2022, at 3:30 p.m.**

Present: Karel Ryan, vice chair
Connie Bailey Kitts, trustee
Ginger Branton, trustee
Erica Galloway, TCPL Director
Cassie Ogle, TCPL Technical Services Librarian

Absent: Michele Crigger, trustee
Regina Roberts, chair

1. CALL TO ORDER: Meeting called to order by Vice Chair Ryan at 3:40 pm.

2. CONSIDERATION OF APPROVING THE AGENDA FORMAT

ADDITIONS/DELETIONS: Agenda approved with addition by Trustee Kitts of a new business item regarding salaries.

3. APPROVAL OF MINUTES: Motion made by Trustee Kitts, with a second by Trustee Branton, to approve the March 17, 2022, meeting minutes with minor corrections. With all in favor, and none opposed, the motion carried.

4. DIRECTOR'S REPORT:

Friends of the Library: The FOL met on April 11, 2022, at Tazewell. They are working on installing a Little Free Library for Asbury Park in Bluefield. They are actively seeking new members. Funds were approved for funding the starter seeds for the seed library. Trustee Branton suggested partnering with YMCA for the seed library project. She also suggested planting heirloom seeds on graves for the time-period that the person lived, as an activity to incorporate with the seed library. Their next meeting is June 13, 2022, at 5:30 at Tazewell.

Foundation: The next Foundation meeting is April 26, 2022, at the Richlands branch. The fundraising committee meeting is scheduled for May 2, 2022, at the Richlands branch. Wendy Barringer is the new Director on the Foundation board.

Disney trivia night at Coal Town Taps was a success and brought in approximately \$260. Coal Town Taps will name a sandwich on the menu after the library and a percentage of the profits from the sales will be donated. All funds from the Leslie Trust were moved to the trust at First Community Bank. A PayPal account has been created for donations and QR codes will be used for advertising.

Amanda Killen has applied for several grants and will defer applying to the Thompson Foundation until later in the year. The Shott Foundation has stated that they plan to match what the Thompson Foundation donates. The AARP grant was applied for to install the wheelchair lift. Shana Plaster, the Tazewell County Board of Supervisor for the Northwestern district, donated \$10,000. The Town of Richlands has approximately \$170,000 to use toward the renovation. Director Galloway has spoken with the Richlands Lions Club and hopes to reach out to them again.

General Update:

- HPI removed the front porch at the Pocahontas branch. When the weather is better, possibly next week, they plan to pour concrete for the new porch. There was a dynamic discussion about the status of the Pocahontas branch location. Director Galloway will explore further and report back.
- Collaborating with Feeding SWVA for summer reading program and for two kids' farmers market events.
- The downstairs heat pump at the Richlands branch needs to be replaced.
- New brochures are being printed with updated information and new logo.
- A Little Free Library was installed at the Bluefield branch as part of an Eagle Scout project.
- A fence has been installed around the Bluefield branch children's garden.
- Director Galloway attended the Easter Egg Hunt in Tazewell. There were approximately 1,000 people at the event.
- Working on developing a Library of Things and circulating the STEM kits. The Trustees discussed also adding homeschool curriculum.

- Lisa Tyson is attending a conference in Phoenix, AZ as part of the Berea College Rural Fellowship. Lisa will attend the Board of Trustees meeting in May with a presentation on Babies Need Books campaign.
- Story walks are being installed at parks throughout the county sometime in May.
- Rhonda Wimmer was hired as a part-time circulation specialist at Tazewell.

5. FINANCIAL REPORT:

- a. As of March 31, 2022, the library had spent \$775,754.56, 71.66% of the annual budget.
- b. As of March 31, 2022, the library had received \$9,511.95 in fines and fees.

6. UNFINISHED BUSINESS:

- a. Sick leave bank policy: Director Galloway emailed a draft of the sick leave bank policy to Tazewell County attorney, Chase Collins, but has not received response yet.

7. NEW BUSINESS:

- a. Staff Compensation and Director's salary: Trustee Kitts brought up concerns regarding staff compensation and wage compression. The hourly employees are mainly affected, and new employees have a starting pay of what employees that have worked for years are also earning. Concerns were also expressed about employee retention. Trustee Kitts suggested that Director Galloway ask Tazewell County Treasurer, David Larimer, and the Commissioner of Revenue, David Anderson, for advice for creating a plan to present to the Tazewell County Budget Committee. Business item will be added as an unfinished business item for the next meeting and if necessary, a special called meeting can be called to approve any proposed salary adjustments.
A motion was made by Trustee Kitts, with a second by Trustee Branton, to authorize Director Galloway to report back with a proposal of necessary

compensation changes and present the changes to the Tazewell County budget committee. With all in favor, and none opposed, the motion carried.

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

9. ADJOURNMENT: Motion to adjourn the meeting by Trustee Branton with a second by Trustee Kitts, the meeting was adjourned at 5:09 pm.

The next regular meeting is scheduled for Thursday, May 19, 2022, at 3:30 pm at the Richlands Branch.

Respectfully submitted,

Cassie Ogle, Technical Services Librarian

Tazewell County Public Library Board of Trustees

**Regular Meeting
April 21, 2022
Tazewell Library
Tazewell, Va.
3:30 p.m.**

MEETING MATERIALS AND SUPPORTING DOCUMENTS

- 1. Agenda**
- 2. DRAFT Minutes of March 17, 2022**
- 3. Director's Report**