

Meeting minutes of the Tazewell County Public Library Board of Trustees held at the Tazewell County Administration Building, 197 Main St., Tazewell, Va., September 28, 2023, at 10:00 a.m. (This meeting was rescheduled from September 21, 2023 due to lack of a quorum on that date.)

Present: Regina Roberts, Chair
Karel Ryan, vice chair
Connie Bailey, trustee
Patsy Murphy, trustee
Erica Galloway, TCPL Director
Jane Sorensen, FOL member and member of the public

Absent: Ginger Branton, trustee

1. CALL TO ORDER: Meeting called to order by Chair Roberts at 10:02 am.

2. CONSIDERATION OF APPROVING THE AGENDA FORMAT

ADDITIONS/DELETIONS: Trustee Kitts moved to accept the agenda. Trustee Murphy seconded the motion. All were in favor and none opposed, so the motion carried.

3. APPROVAL OF MINUTES: Several changes to the minutes were suggested.

Vice Chair Ryan moved to add the phrasing "For full discussion refer to the recording of the meeting" to the end of every minutes and approve the August minutes with the suggested changes. Trustee Kitts seconded the motion. During the discussion, Trustee Kitts suggested an amendment to say that the recording will be available and posted on the library website. With all in favor and none opposed, the motion carried.

4. DIRECTOR'S REPORT:

Friends of the Library: The next meeting is October 16 at the Bluefield library. This is the yearly large meeting.

Foundation Update: There were no bids for Phase 2 of the Richlands library project. The Foundation met on 9/28 and discussed the recommendations of Huber Architect as follows: that phase 2 be split into 2 parts, part A and part B, with part A focusing on the

elevator and office, and part B focusing on the children's area and the attic. The Foundation recommended a budget for this project to be \$300,000.

Trustee Kitts moved to simply split phase 2 into two parts as the Foundation and Huber Architect recommended. Trustee Murphy seconded the motion, and with all in favor and none opposed the motion carried.

Trustee Ryan moved to revise the budget for phase 2A to be \$300,000. Trustee Murphy seconded the motion. With all in favor and none opposed, the motion carried.

Trustee Kitts moved that the director write Mr. Huber to give him the board's decision and ask him to go ahead and prepare a new bid package. Trustee Ryan seconded the motion. With all in favor and none opposed, the motion carried.

Trustee Kitts made a motion that the board compile a general contractor's list to have as a reference. There was no second on the motion.

General Update: There were quite a few staff changes in the previous month.

5. FINANCIAL REPORT:

- a. As of August 31, 2023, the library had spent \$447,304.08, 29% of the annual budget.
- b. As of August 31, 2023, the library had received \$1,553.59 in fines and business service fees.

Trustee Kitts moved to request that the county engineer attend the October meeting to provide the board with a status update on the Tazewell library repairs and to give an expected completion date. Trustee Murphy seconded the motion.

Discussion was held on the motion, and included that Directory Galloway write a letter to county administration requesting an update and an expected timeline. With all in favor and none opposed the motion carried.

6. UNFINISHED BUSINESS:

- a. Storywalk in Richlands: The storywalk was installed in downtown Richlands, and the kickoff went well. Former library trustee Mary Sue Dean performed the unveiling.
- b. Awards: Trustee Kitts suggested nominating Trustee Ryan for the ALA Trustee Citation. Director Galloway recalled an earlier conversation during which the trustees discussed nominating Trustee Ryan for one award and Chair Roberts for the other award, which would be the VLA trustee award. Discussion of this item was tabled until the October meeting.
 - a. After the previous meeting, Chair Roberts came across an I Love My Librarian Award. Trustee Kitts motioned to submit Director Galloway for the United for Libraries I Love My Librarian award of the year. Trustee Murphy seconded. With all in favor and none opposed, the motion carried.
- c. Security Cameras: This item was tabled until the October meeting.
- d. Schedule of policy review: This item was tabled until the January meeting.

7. NEW BUSINESS:

- a. There was no new business to discuss

8. PUBLIC COMMENT: Jane Sorensen, Friend of the Library, said that people she meets in the community keep asking about the Tazewell library's progress of repairs. She wanted it noted that the public misses the services the Tazewell library provides, including access to computers, the ability to look at what's new. She expressed concern for patrons who can't travel to Bluefield or to an alternate location to receive services.

9. NEXT MEETING: The next meeting was scheduled for Wednesday, October 18 at 3:30 in Bluefield.

10. ADJOURNMENT: The meeting was adjourned at 12:00 pm.

Respectfully submitted,

Erica Galloway, TCPL Director

Tazewell County Public Library Board of Trustees

Regular Meeting

September 28, 2023

Tazewell County Administrative Building

Tazewell, Va.

10:00 a.m.

MEETING MATERIALS AND SUPPORTING DOCUMENTS

- 1. Agenda**
- 2. DRAFT Minutes of August 17, 2023**
- 3. Director's Report**