

Meeting minutes of the Tazewell County Public Library Board of Trustees  
held at the Pocahontas Branch, 179 Centre St., Pocahontas, VA. September 19, 2024 at 3:30 p.m.

Present: Regina Roberts, Chair  
Karel Ryan, Vice Chair  
Connie Kitts, Trustee  
Patsy Murphy, Trustee  
Erica Galloway, TCPL Director  
Jade Crabtree, TCPL Circulation Supervisor  
Jane Sorenson, Member of the Public

Virtual: Chris Wilkes, TCPL Assistant Director

Absent: Courtney Wyatt, Trustee

1. CALL TO ORDER:

Meeting called to order by Chair Roberts at 3:46 p.m.

2. CONSIDERATION OF APPROVING THE AGENDA FORMAT ADDITIONS/DELETIONS:

Trustee Kitts made a motion to approve the agenda as presented. Trustee Murphy seconded.  
With all in favor and none opposed, the motion carried.

3. APPROVAL OF MINUTES:

Trustee Murphy made a motion that the August 1, 2024, minutes be approved. Vice Chair Ryan seconded. With all in favor and none opposed, the motion carried.

During discussion of edits for the August 15, 2024 minutes, it was decided that Trustee Kitts would work with whomever is doing the minutes and make grammar and style edits before the meeting. The Board of Trustees (BOT) will then discuss any substantive corrections during the meeting. Vice Chair Ryan made a motion that the August 15, 2024, minutes be approved with suggested changes. Trustee Murphy seconded. Roll call vote: Vice Chair Ryan: aye, Trustee Kitts: aye, Trustee Murphy: aye, Chair Roberts abstained from voting. With majority in favor, the motion carried.

4. DIRECTOR'S REPORT:

a. Budget: The state aid budget was due August 23, 2024.

b. Community & Partnerships:

The **Friends of the Library (FOL)** met on September 9<sup>th</sup> at The Well in Tazewell at 5:30 p.m. The FOL are planning a book sale on October 19, 2024 at the Bluefield Branch and will be selling t-shirts and posters at Comic Con October 26, 2024.

The **Foundation** did not have a quorum to meet on August 27, 2024. Their next meeting is scheduled for September 24, 2024 at Richlands Town Hall.

The library will provide the book *Frosty the Snowman* for the storybook walk in Richlands

c. Facilities:

Tazewell- Construction is complete. Stanley Steemer completed the HVAC cleanout. Cleaners are currently working in the building. The painters are scheduled for September 23, 2024. The carpet installation is set to begin on October 1, 2024. Staff have been working to move things in preparation for painting and carpet.

Richlands- Work is continuing. The new stairs to the third floor have been finished and the old stairs demolished.

Bluefield- The lock on the front door has been fixed. County maintenance also fixed a shelf below the sink in the kitchen.

Pocahontas- The Pocahontas branch is operating normally.

d. Programs/Services/Collections: Overdrive will be changing from Southwest Virginia to Sharing Words Virginia to reflect the changing locations in our Libby consortium. The acronym and URLs will remain the same

September is Library Card Sign-Up Month.

Tie-Dye at the Train Stations was well attended.

Book clubs: Garden Book Club met August 20, 2024, and will be meet again September 17, 2024. Books are Better met on September 16, 2024.

Bluefield held a Trash to Treasure program on September 3, 2024. This was a program about using plastic shopping bags (like the gray Wal-Mart bags) to crochet reusable bags.

Festivals: Tammy Powers attended the Bluefield Autumn Jamboree on September 14, 2024, and will be attending the Cedar Bluff Festival and the Burkes Garden Festival. Lisa Tyson and Kandi Vance will attend the Pocahontas Pumpkin Festival on October 5, 2024.

A new computer server is being installed in Bluefield.

f. Personnel:

Anniversaries: Lena Powers 12 years, Kim Ross 1 year.

Belinda Levy started as the Bluefield Children's Specialist on September 3, 2024.

Congratulations: Darla Boardwine on being recognized by the Virginia Professional Associates Forum. Vice Chair Ryan made a motion for the BOT to pass a resolution to congratulate Darla on her award and ask Director Galloway to ask Darla to appear virtually if possible and to have Darla go to VLA next year. Trustee Murphy seconded the motion. With all in favor, the motion carried.

5. FINANCIAL REPORT:

- a. As of August 31, 2024, the library had spent \$248,256.93, which is 19.04% of the annual budget.
- b. As of August 31, 2024, the library has received \$1,309.24 in fines and business service fees.

6. UNFINISHED BUSINESS:

a. Collection Development Policy review: Trustee Kitts pointed out that the changes the BOT had agreed on at the previous meeting were not completely reflected in the policy in the BOT packet. Assistant Director Wilkes tried to get all the wording exact but there was a bit of confusion, and the document needs to be updated. Director Galloway corrected the policy during the discussion

Assistant Director Wilkes presented the next page of the new Collection Development Policy which runs from Selection Criteria to Children's Collection. Wilkes condensed and removed redundancies from the old policy. Wilkes pointed out that a specific section that says "Items will not be included in, or excluded from..." is taken verbatim from the old policy; he also suggested the BOT discuss textbooks and print-on-demand items, as those are currently not part of the collection.

Trustee Kitts asked for clarification on a few things. Wilkes said print-on-demand books can be low-quality editions, by little known authors, or novelty editions. The library prefers to purchase items of better quality for durability. The criteria item, "reviews", mentioned in this section, are professional reviews (ex. Kirkus, BookPage, Library Journal) and not just Amazon reviews. Trustee Kitts asked that a modifier be added to indicate the reviews are professional.

Trustee Murphy asked about the section covering inclusion or exclusion due to depictions or descriptions of violence or sexual activity. The BOT discussed this section; please refer to audio recording for the full discussion. Trustee Kitts proposed the word "solely" be added before the words "because of" in this section.

Chair Roberts asked Jane Sorensen as a member of the public if she had any thoughts on this section. She agreed with the changes and the trust placed in the staff to make selections.

Assistant Director Wilkes re-read each paragraph of the Selection Criteria section, and the BOT cleared each paragraph as they went.

Trustee Kitts made a motion to accept this section as read, which included the above changes. Trustee Murphy seconded the motion. With all in favor and none opposed the motion carried.

b. The Importance of Print Literature view: Director Galloway handed out two articles, "The Case for Paper: Books vs E-Readers," and "The Reading Brain in the Digital Age: The Science of Paper versus Screens," (which are attached to the minutes) and showed a short video. Vice Chair Ryan made a motion that Director Galloway should include a portion of this in her update to the Board of Supervisors. Trustee Kitts seconded the motion. With all in favor, the motion carried.

7. NEW BUSINESS:

8. PUBLIC COMMENT: Jane Sorensen suggested that all political representatives be invited to the reopening of Tazewell to avoid any suggestion of bias.

9. NEXT MEETING: The next meeting is scheduled for 3:30 p.m., October 24, 2024, in Tazewell (location to be determined later)

10. ADJOURNMENT: The meeting was adjourned at 5:45 pm.

Respectfully submitted,

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Jade Crabtree, Circulation Supervisor

For full discussion refer to the recording of the meeting

Tazewell County Public Library Board of Trustees

September 19, 2024

Pocahontas Library

179 Centre St. Pocahontas, VA

3:30 p.m.

#### MEETING MATERIALS AND SUPPORTING DOCUMENTS

1. Agenda
2. Director's Report
3. The Case for Paper Books vs E-Readers
4. The Reading Brain in the Digital Age: The Science of Paper versus Screens

**Tazewell County Public Library  
Board of Trustees  
Regular Meeting  
Thursday, September 19, 2024, 3:30 PM  
Pocahontas Branch Library, 179 Centre St., Pocahontas, VA  
[Access meeting via MS Teams Here](#)**

- I. Roll Call**
- II. Consideration of approving the agenda**
- III. Approval of August 1 and August 15 minutes**
- IV. Director's Report**
  - a. Friends of the Library updates
  - b. Foundation updates
  - c. Tazewell and Richlands updates
- V. Financial Report**
  - a. As of August 31, 2024, the library had spent \$248,256.93, 19.04% of the annual budget.
  - b. As of August 31, 2024, the library had received \$1,309.24 in fines and business service fees.
- VI. Unfinished Business**
  - a. Collection development policy review
  - b. The importance of print literature review
- VII. New Business**
- VIII. Public Comment**
  - a. Jane Sorensen
- IX. Next meeting time and location**
- X. Adjourn**



**Budget**

- The state aid budget was due August 23<sup>rd</sup>

**Community & Partnerships**

- The Friends of the Library met Monday, September 9 at 5:30 at The Well. They will be selling t-shirts and posters at Comic Con. They will also hold a book sale in Bluefield on 10/19.
- The TCPL Foundation did not have a quorum to meet on 8/27. They will meet on 9/24 at Richlands Town Hall.
- The library will provide Frosty the Snowman for the storywalk in Richlands.

**Facilities**

- **Tazewell Library:** Construction is finished. Stanley Steamer completed the HVAC cleanout. Cleaners are currently finishing cleaning the building. The painters are scheduled for September 23. The carpet guys are scheduled for October 1. Staff have been working to move things to make room for the painters and carpet.
- **Richlands Library:** The work continues. The new stairs to the 3<sup>rd</sup> floor have been built and the old ones have been demolished.
- **Bluefield Library:** The front door has been fixed. County maintenance also fixed a shelf below the sink in the kitchen.
- **Pocahontas Library:** Operating as normal.

**Programs/Services/Collections**

- Overdrive will be changing from Southwest Virginia to Sharing Words Virginia to reflect the changing locations in our Libby consortium. The acronym and URLs will remain the same.
- September is Library Card Sign-Up Month!
- Tie dye at the Train Station was well attended.
- Garden Book Club was 8/20 and 9/17.
- The Books are Better Book Club met on 9/16.
- Bluefield held a Trash to Treasure program on 9/3.
- Tammy Powers attended the Bluefield Autumn Jamboree on 9/14.
- Tammy will also be attending the Cedar Bluff Festival and the Burkos Garden Festival.