

**Meeting minutes of the Tazewell County Public Library Board of Trustees
held at the Tazewell County Public Library, Tazewell Main Library 129 Main St.,
Tazewell, Va., March 20, 2025, at 3:30 p.m.**

Present: Regina Roberts, chair
Karel Ryan, vice chair
Patsy Murphy, trustee
Courtney Jennelle, trustee (joined virtually at 4:38 p.m.)
Erica Galloway, TCPL Director
Jane Sorensen, member of the public

Absent: Connie Bailey Kitts, trustee

1. CALL TO ORDER: Meeting called to order by Chair Roberts at 4:15 p.m.

2. CONSIDERATION OF APPROVING THE AGENDA FORMAT

ADDITIONS/DELETIONS: No changes were made to the agenda.

3. APPROVAL OF MINUTES: Trustee Murphy moved to approve the minutes as submitted (with Trustee Kitts' suggested changes). Trustee Ryan seconded the motion. With all in favor and none opposed, the motion passed.

4. DIRECTOR'S REPORT:

A copy of the Director's Report was passed to each Trustee.

Trustee Ryan asked if the Board could do a resolution to recognize the work of the Friends of the Library. Jane Sorensen said that there's currently a membership match, so that for anyone who joins, the money will be matched. Director Ryan moved to draft a resolution to acknowledge and express gratitude for the work and contributions of the Friends of the Library. Trustee Murphy seconded the motion. With all in favor and none opposed the motion carried.

Director Galloway stated that the Tazewell library staff area floor looks wonderful. Staff have cleared out the conference room now that they can put things back in their place in the staff area. The next thing to address is the technical services area, which is on county maintenance's radar to fix.

The front steps of the Richlands library were discussed. There is an issue with the guttering above them, leading to excess water which wears away at the steps. Trustee Ryan asked if it would be possible to seal the steps in the meantime. Chair Roberts showed pictures of the steps. Director Galloway is soliciting quotes from roofers to address the guttering issue.

The Bluefield library is in generally good shape. There are two things to note for the future: first, a skylight is leaking every time there is significant rain. County maintenance has been contacted about this, and they are planning to replace the skylight. Additionally, the carpet will need to be replaced within the next 5-10 years.

The issue of the Pocahontas library roof was discussed. The roof will need to be replaced in the near future. Chair Roberts explained that even though the landlord, HPI, was awarded a grant to repair the roof, they have opted not to do so and instead approached the county for funding for the roof. Trustee Ryan moved to send a letter to HPI addressing the Board's concerns; Trustee Murphy seconded the motion. With all in favor and none opposed, the motion passed.

Trustee Ryan raised a question of the foot traffic and circulation at the Pocahontas library. Director Galloway responded that they are lower than we would like, but that internet usage is significant, as is the relationship with the elementary school there. There has also been an increase in teen traffic lately. Chair Roberts mentioned that having the library there is important for the sense of community. Trustee Ryan said that really, HPI is in breach of their lease agreement.

Regarding the Dolly Parton Imagination Library, Trustee Ryan mentioned a concern that we make it known that the library was already implementing Babies Need Books, a grassroots campaign begun by Youth Services Librarian Lisa Tyson. She also requested that a press release mention that DPIL is not free, but requires a community investment.

Director Jennelle mentioned that her daughter participates through a neighboring county, and emphasized how the program sparks an interest in reading by mailing directly to the

children. The parents do not have to make decisions or worry about the books being damaged.

6. FINANCIAL REPORT:

- a. As of February 28, 2025, the library had spent \$, % of the annual budget.
- b. As of February 28, 2025, the library had received \$ in business services fines and fees.

8. UNFINISHED BUSINESS:

- a. Collection Development policy: Chair Roberts requested that, in the interest of time, this item be tabled until the next meeting.
- b. Louse Leslie portrait: Director Galloway received a proposal from Miranda Elswick Williams, who is the art teacher at Tazewell High School. Trustee Ryan requested that Ms. Williams submit samples of her work to ensure the style would match the current portrait of Ms. Leslie's mother.
- c. Terry Mullins digitization: Director Galloway said that Mr. Mullins was emailed regarding his interest in this potential project, but the library has not heard back from him yet. At this point it had only been less than a week.
- d. Carnegie grant application: Director Galloway updated the Board on the status of the library's application. We made it through the first round (narrowed down from roughly 1400 to 60) but did not make it through the second round.

9. NEW BUSINESS: None

11. PUBLIC COMMENT: None

12. ADJOURNMENT: Motion to adjourn the meeting by Trustee Murphy with a second by Trustee Ryan. There being no further business, the meeting was adjourned at 5:31 p.m.

The next regular meeting is scheduled for Thursday, April 17, 2025, at 3:30 p.m. at the Bluefield Library.

Respectfully submitted,

Erica Galloway, TCPL Director

Tazewell County Public Library Board of Trustees

Regular Meeting

March 20, 2025

Tazewell Main Library

Tazewell, Va.

3:30 p.m.

MEETING MATERIALS AND SUPPORTING DOCUMENTS

- 1. Agenda**
- 2. DRAFT Minutes of January 16, 2025**
- 3. Director's Report**