

Meeting minutes of the Tazewell County Public Library Board of Trustees held at the Tazewell County Public Library, Bluefield Branch, 108 Hubbard Dr., Bluefield, Va., March 19, 2026, at 3:30 p.m.

Present: Regina Roberts, chair (3:38)
Karel Ryan, vice chair
Patsy Murphy, trustee
Karla Kurtz, trustee
Erica Galloway, TCPL Director
Jade Crabtree, TCPL Circulation Supervisor

Absent: Courtney Jennelle, trustee

1. CALL TO ORDER: Meeting called to order by Vice Chair Ryan at 3:35p.m.

2. CONSIDERATION OF APPROVING THE AGENDA FORMAT

ADDITIONS/DELETIONS: Trustee Kurtz moved to approve the agenda. Trustee Murphy seconded the motion. With all in favor and none opposed, the motion passed.

3. APPROVAL OF MINUTES: Trustee Murphy moved to approve the minutes. Trustee Kurtz 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.

Bibliostat certification is due to the Library of Virginia on April 15, 2026.

Bluefield's internet had to go through the erate process (see Director's Report and video for more details).

HAL (Holston Associated Libraries -our consortium) will be entering into contract negotiations with Clarivate (the company that provides our ILS system and catalog).

*Side note: ILS stands for Integrated Library System. This program (called Sierra) is what the library uses for daily functions such as checking items in/out.

A committee for strategic plan will be formed with the idea to start formally meeting in July/August. Director Galloway and Assistant Director Wilkes are working on surveys that will be going out over the summer months for feedback.

The Friends of the Library had an in-person meeting on March 9, 2026. They are planning a book sale in Bluefield on April 25, 2026 and another in Richlands on June 27, 2026. The FOL will be providing refreshments for the estate planning workshops.

The Foundation Board will next meet on March 24, 2026 at the Tazewell Library at 10 am. Mary Anne Collins, with First Community Bank, will attend virtually. Collins handles the Foundation Trust. The Foundation welcomes new director Nancy Henderson.

Storywalk committee will meet on March 31, 2026 at the Richlands Library. They will work on the next several installations. The art brochures

Facilities:

Tazewell Library: Tech services is 95% painted. The next step will be flooring with county maintenance suggesting carpet as the best option.

Richlands Library: Reported a burning smell coming from the HVAC. Furnace Man was called and came to clear out debris from the system

Bluefield Library: Backflow work was approved by the IDA. On March 16, 2026, smoke was seen coming from the ground. The non-emergency 911 number was called, and it was found to be old lamppost with active wiring and was capped off.

Pocahontas Library: One of the brackets holding the sign was damaged by wind. County maintenance and HPI have been contacted about the issue.

Director Galloway hit the highlights of programs and services.

Chess club is back in Tazewell and been well attended.

Gina Pruitt from the County Clerk's office will be hosting some estate planning workshops on April 13, May 14, and June 9 from 6-7:30 pm.

Gardening is starting back up in both Bluefield and Tazewell. Bluefield will be having a Garden Open House on March 31st.

A Silent Fire viewings were well attended with over 300 attendees in all. The documentary has been selected for the 2026 Southern Oasis Film Festival and will be shown in the Sevierville Pigeon Forge area at Governor's Crossing Stadium.

All libraries have tax forms and Clinch Valley Community Action is providing low-income tax assistance through the VITA program.

Assistant Director Wilkes will be hosting a trivia night at the Tazewell Train Station on March 21, 2026.

TCPL is hoping to start a Mahjong group in the future. It is becoming a popular game with several other libraries offering programs.

Tazewell County has adopted a new personnel policy and as the library's current policy was heavily based on the old one, it may be time to look at updating it.

5. FINANCIAL REPORT:

- a. As of February 28, 2026, the library had spent \$798,856.57, 60.57% of the annual budget.
- b. As of February 28, 2026, the library had received \$7,128.51 in business services fines and fees.

6. UNFINISHED BUSINESS:

- a. Law library follow-up: The Bar Association of Tazewell hasn't had a quorum in their last few meetings. Director Galloway has been meeting with Fred Harman (local attorney) and believes an agreement can be made. Director Galloway has

been in touch with multiple databases and gotten quotes and is waiting to hear back from LexisNexis. She is currently leaning towards LexisNexis with some add-ons (Nexis Uni and Michie's Jurisprudence) that would fall within the budget and the best suited for all parties. Trustee Ryan said that workers comp, the Virginia Constitution, and the rules of court need to be included in whatever database is chosen. This would still be an IP-based service, meaning that it could only be used with the library's internet either inside the library or via wi-fi.

b. 3D printer policy: Director Galloway presented the policy with new edits. After discussion and suggestions for procedures, a motion was made by Trustee Ryan to accept the policy as presented. Trustee Kurtz seconded the motion. With all in favor and none opposed, the motion passed.

7. NEW BUSINESS:

a. Internet access: A small discussion of local companies was had. Director Galloway briefly went over the erate process.

8. PUBLIC COMMENT:

9. NEXT MEETING TIME AND LOCATION: April 16, 2026 at the Pocahontas Branch of the library.

10. ADJOURNMENT: Motion to adjourn the meeting by Trustee Kurtz with a second by Trustee Murphy. There being no further business; the meeting was adjourned at 4:57 p.m.

The next regular meeting is scheduled for Thursday, April 16, 2026, at 3:30 p.m. at the Pocahontas Library.

Respectfully submitted,

Jade Crabtree, TCPL Circulation Supervisor

Tazewell County Public Library Board of Trustees

Regular Meeting

March 19, 2026

TCPL-Bluefield

Bluefield, Va.

3:30 p.m.

MEETING MATERIALS AND SUPPORTING DOCUMENTS

- 1. Agenda**
- 2. Final Minutes of February 2025**
- 3. Director's Report**