

Pulaski County Library System
Board of Trustees Meeting
May 31, 2022

Charles and Ona b. Free Memorial Library

Those Present: Meagan Pratt, Chair; Laura Walters; Margaret Brewster; Kevin Siers; Jan Booker; Lynne Clark; Kathy Weddle; Jennifer McCarthy

Those Absent: Margaret Spradlin

Staff Present: Sally Warburton

- I. Call to Order and Welcome: Meagan called the meeting to order at 4:30 pm.
- II. Approval of Minutes: Lynne moved to approve the minutes of March 29, 2022, Kevin seconded the motion, which passed by those present.
- III. Library Reports: The Board reviewed the reports. Jan commented on the programming that is being renewed at the libraries. She especially enjoyed the Plant Swap and Book Folding events.
- IV. Follow-up from Previous Meeting and Other Reports
 - A. COVID Update: Pulaski County continues to have more cases of COVID but there are few hospitalizations and the community transmission rate remains at "low".
 - B. Sign for Pulaski Library: this has been tabled at this time. A suggestion was made to work with the welding department at PCHS to create a sign.
- V. New Business:
 - A. Community Service Policy: Sally reviewed the County Personnel Policy which allows staff to take up to 5 hours/month to volunteer at area nonprofits. Board had no objection to library staff participating.
 - B. Endowment Income: The Pulaski Library System Endowment earned \$520 this year which will be added to the donations to use for library improvement.
 - C. COVID Test Distribution: The Libraries have test kits from the State Health Department. The last few weeks we have distributed 0 kits, but recently the numbers of kits going out to the community is increasing.
 - D. Juneteenth Celebration: The Library System is partnering with the Wilderness Road Museum and Calfee Cultural and Community Center to host an event on June 19, 2022 at the Museum.
 - E. State Aid Update: The County audit has not been sent to the Library of Virginia by the deadline which was the end of May. Diane Newby, County Finance, reported that "We still do not have the audit for FY-21. Currently we are tied up working through some CARES act and ARPA funding before they can finish. I hope it will be not later than the end of June." In a follow up with LVA, Kim Armentrout stated, "I don't know if the Board [ie the State Library Board] will allow for any special circumstances, but the requirement is that all documentation has to be in our office before the June Board meeting where they approve the state aid allocations. This year it's on the 27th [of June]. If documents are missing at that point, the library would risk losing state aid for FY2023. Currently, your estimate is \$171,371 and most likely will go up if the compromise budget increase for state aid stands. There is also an additional penalty, in that if the library loses state aid, it loses access to the federal grant assistance that comes through us (summer reading program, e-rate, etc.)" After discussion of the issue in which Sally explained that the libraries will definitely be able to remain open, and what would have to be eliminated due to not having the funding, Laura Walters, Library

Board member and Chair of Board of Supervisors, explained that she has been in contact with the Finance Department, Jonathan Sweet, County Administrator, and the company performing the audit in the hope of getting the audit to LVA prior to June 27.

VI. Adjournment: Jan moved to adjourn the meeting; seconded by Laura; and approved.

Respectfully submitted,
Meagan Pratt, Chair
Sally Warburton, Recorder

Approved: July 26, 2022