

Pulaski County Library System
Library Board of Trustees
Minutes
May 25, 2010
Pulaski County Library

Trustees Present: Nancy Hudson, Chair; Mason Vaughan, Jr., Vice-Chair; Laura Walters; Elinor Farmer; Joseph Slaughter; Danny Collins; Martha Jackson

Staff Present: Sally Warburton, Director

Trustees Absent: John Freeman; Tom Brewster, Acting Superintendent of Schools

- I. Call to Order and Welcome: Chair Nancy Hudson called the Pulaski County Library Board of Trustees meeting to order at 5:00 p.m. on Tuesday, May 25, 2010 at the Pulaski Public Library.
- II. Approval of Minutes – April 27, 2010: The Board reviewed the minutes of April 27, 2010. John Freeman requested the correction of the name of the church in the comments concerning the Technology Report from First United Methodist Church to the Dublin United Methodist Church. A motion was made by Laura Walters and seconded by Elinor Farmer to approve the minutes as written with that correction. The motion was passed by the Trustees present.
- III. Library Reports: The following reports were reviewed by the Trustees present. A copy of each report is filed with the records of this meeting at the Pulaski County Library.
 - A. Expenditures: Sally Warburton reported that the library staff is spending the year end funds at this time. Approximately \$15,000 will be spent on a new server and software as this expenditure was not approved in the Capital Improvement requests. Peter Huber has agreed to request that the Board of Supervisors roll this amount over to the next budget year so the purchase will not need to be completed in the next few weeks. Another major expenditure will be to purchase furniture for the Young Adult area of the Pulaski Library to make the library more attractive to teen users.
 - B. Statistics: Nancy Hudson expressed her approval of the major deselection process that is taking place to make the collection more relevant and current.
 - C. Financial Statement – Dublin Library Cat
 - D. Dublin Library Report: There is no current report on Belle's care. The volunteer sign-up sheet and schedule as stipulated in the guidelines for the care of the cat has not been kept. Follow-up will be done by the Director. Board members questioned the Community Based Instruction program and Elinor Farmer explained that this is a class at Pulaski County High School designed to give students real-life experience in community businesses and organizations.
 - E. Technology Report
 - F. Youth Services Report

- G. Director's Report: Sally Warburton gave a more in-depth explanation of the Unique Management Services which partners with libraries to recover overdue materials and fines and fees. There is also the possibility of working with other county departments to recover these debts. Sally is discussing this option with Melinda Worrell, County Treasurer.
- IV. Follow Up from Previous Meeting and Other Reports
- A. FY 2010/11 Budget: The library will not get the final budget from the state and county until late in June.
- B. Southwest Times Project: The project is progressing. Funds have reached almost \$7,000 and the first quarterly payment has been paid to Heritage Microfilm. The representative of that firm drove from Iowa in order to pick up all the microfilm housed at the Pulaski Library to begin the scanning process.
- V. New Business
- Sally Warburton requested that the Library Board of trustees enter into a closed meeting session for the discussion of personnel matters in accordance with the Code of Virginia, Section 2.2-3711(A)(1). A motion was made by Martha Jackson and seconded by Danny Collins to enter closed meeting session. The motion was passed unanimously by Trustees present.
- Return to Open Session: Martha Jackson made a motion to return to open session of the meeting. Joseph Slaughter seconded the motion and it was passed unanimously by Trustees present.
- Certification: Mason Vaughan made a motion to certify, in conformance with the Virginia Freedom of Information Act, that the Library Board of Trustees had convened a closed session on May 25, 2010 and that the closed session was conducted in conformance with Virginia law, and that to the best of each Trustee's knowledge only business matters lawfully exempted from open meeting requirements by Virginia law were discussed and only matters identified in the motion of closed session were heard, discussed or considered by the Library Board of Trustees. The motion was seconded by Elinor Farmer and unanimously approved by Trustees present.
- VI. Adjournment: There being no further business, Chair Nancy Hudson entertained a motion to adjourn the Library Board of Trustees at approximately 6:20 p.m. Elinor Farmer moved to adjourn. Laura Walters seconded the motion. The motion was unanimously approved by the Trustees present.

The next scheduled meeting of the Library Board is Tuesday, June 29, 2010 at 5:00 p.m. at the Charles and Ona B. Free Memorial Library.

Respectfully submitted,
Nancy Hudson, Chair
Sally Warburton, Recorder

Approved: _____