

Pulaski County Library System
Library Board of Trustees
Minutes
August 31, 2010
Pulaski County Library

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

Trustees Absent: Martha Jackson; John Freeman; Robert Becker

Staff Present: Sally Warburton, Director; Carol Smith, Technology Coordinator

Guests: Mary Catherine Stout, President of Friends of the Library

- 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, August 31, 2010 at the Pulaski County Library.
- II. Approval of Minutes – June 29, 2010: The Board reviewed the minutes of June 29, 2010. A motion was made by Laura Walters and seconded by Elinor Farmer to approve the minutes as written. 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 gave a short explanation of the budget s. The state funds have been separated from the county funds into a second budget. This will help in seeing at a glance the source of the funding and help with the Bibliostat Report. Board asked about decrease in funding and while the state aid has decreased the local funds will remain approximately the same as last year.
 - B. Statistics: Board members asked about the Dublin Meeting Room Usage which is missing on the report. This will be corrected.
 - C. Financial Statement – Dublin Library Cat
 - D. Dublin Library Report: Library Board members who use the Charles and Ona B. Free Memorial Library commented on the improved appearance and cleanliness of the building. Sally Warburton reported that several staff members have been involved but Lucy Glenn has been instrumental in cleaning the library and Marsha Woodrumwith the County Maintenance Department has done a great job. Sally Warburton and Lucy Glenn are working to discard old books to update the collection and make space for newer books.
 - E. Technology Report: Nancy Hudson had several questions about the Technology Report. Primarily if the new computers that have been purchased used last year’s funds or 2011 funds. Carol Smith was able to respond that the funding was from FY 2010. Carol Smith reported on the Southwest Times Digitization Program which will be presented to the

public on October 3rd in a "Ribbon Cutting" Ceremony at the Pulaski Library at 3:00. Anne Fisher, retiring director of the Radford Public Library, is working with the Radford News Journal to digitize that newspaper and make it available online. It will be accessible only inside the Radford Library and online through Newspaper Archives. Com at a cost.

- F. Youth Services Report
 - G. Director's Report: Sally Warburton added an item to the Director's Report concerning a patron who reputedly fell in January in front of the Pulaski Library and is now asking the Town of Pulaski and the County for damages. Tom McCarthy, attorney for the county, has made inquiries concerning ownership of the library property and the sidewalk in front of the library. Board Members asked about the Branch Manager position which is being advertised among county employees at this point. Applications will be reviewed Sept. 3, 2010 and opened to the public if necessary.
- IV. Follow Up from Previous Meeting and Other Reports
- A. Southwest Times Project: See Technology Report
- V. New Business
- A. Revision of job description for Branch Manager Position: Mary Catherine Stout questioned if this position needed to reside within the county. Sally Warburton was able to respond that residency is not a county requirement for the branch manager. Danny Collins suggested adding a criminal background check and drug screening to the job description. Nancy Hudson also suggested adding the need for computer experience to the requirements. After some discussion it was decided that Sally Warburton would ask Robert Hiss, Assistant County Administrator, about drug and background screenings. Danny Collins then made the motion that the amended job description be accepted as written with the above additions. Elinor seconded the motion and the board passed the motion.
 - B. Friends Book Sale: Mary Catherine Stout invited the board to the Friends of the Library's monthly book sale which will take place September 10th and 11th.
- VI. Adjournment: There being no further business, Chair Nancy Hudson entertained a motion to adjourn the Library Board of Trustees at 5:50 p.m. Mason Vaughan 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, September 28, 2010 at 5:00 p.m. at the Charles and Ona B. Free Memorial Library.

Respectfully submitted,
Nancy Hudson, Chair
Sally Warburton, Recorder

Approved: _____