

Pulaski County Library System
Board of Trustees Meeting
Minutes
March 27, 2012
Pulaski County Library

Trustees Present: Laura Walters, Chair; John Freeman, Vice-Chair; Nancy Hudson; Margaret Spradlin; Martha Jackson; Barbara Derr

Trustees Absent: Robert Becker; Joseph Slaughter;

Staff Present: Carol Smith; Sally Warburton

Guests Present: Mary Catherine Stout

- I. Call to Order and Welcome: The meeting was called to order at 5:00 pm on Tuesday, March 27, 2012 by Chair Laura Walters at the Pulaski County Library.
- II. Approval of Minutes: John Freeman asked that the spelling of Carol Smith's name be corrected and moved to accept the minutes of February 28, 2012 with this correction. Barbara Derr seconded the motion and it was passed.
- III. Library Reports: The following reports were reviewed by the Trustees present. A copy of each report is filed with the record of this meeting at the Pulaski County Library.
 - A. Expenditures: Sally distributed copies of the budget request that was submitted to the county.
 - B. Statistics: A copy of the January, 2012 statistics was mistakenly included in the packet. This will be corrected via email. If there are any questions, they will be covered at the April meeting
 - C. Director's Report: Discussion of the Public Library Association Conference attended by Carol Smith and Sally Warburton and paid for with funds from both the library budget and a gift from the Friends of the Pulaski Library.
 - D. Dublin Library Report
 - E. Technology Report: No written report at this time but Carol was able to report that inventory is complete with the help of Justine Burcham and Kristi Anderson. New replacement computers have arrived at the library and Carol will be installing them. Carol has also been working with the technology department for the schools to share resources and is busy with the Wireless Authority.
 - F. Youth Services Report: Nancy asked how many children completed the Winter Reading Program. This information will be included in next month's report. Mary Catherine expressed her opinion after attending a preschool story hour presented by Jena Hardy with her grand-daughter, that story time was a delight. Jena did a great job reading, singing and making a craft project with the little ones.

- IV. Follow Up from Previous Meetings and Other Reports
- A. Ceiling Replacement at Pulaski Library is going much faster than anticipated. Board asked about the contractors. Clarence Smith of Radford is in charge with Sundown Electric, Inc of Elliston (Jeff Smith) doing the electrical work and Service Contracting of Va, Inc. of Dublin (Larry Blanton) doing the ceiling demolition and replacement.
 - B. Committee Report on Patron Behavior: Sally has been in contact with Sheriff Jim Davis who is arranging for Deputy David Cressel to do a training session with library staff.
 - C. Director's evaluation was completed prior to the meeting and will be forwarded to the county administration for filing.
- V. New Business
- A. Strategic 5-Year Plan: Trustees will review the plan and email suggestions and changes to Sally Warburton.
 - B. Mason Vaughan, Jr.: Laura announced that Mason will be resigning from the board, effective immediately. His second term ends in December, 2012. Laura will contact Peter Huber, County Administrator and ask that a replacement be appointed. Several names were suggested for consideration: Cynthia Anderson, Judy Gettys, Marsha Simpkins, and TamaraGress.
 - C. Board Packets: Laura suggested that board packets be emailed to Trustees on the Thursday prior to the Board Meetings. This will save the cost of printing and postage and ensure that it gets to the Trustees in a timely manner. A printed agenda will be available at the meetings.
 - D. Time of Board Meetings: Laura requested that the time be moved back a half hour to 4:30 pm . Other Trustees were agreeable to this suggestion.
 - E. Library Foundation: Sally informed the Board that the Foundation earned \$1,533.54 and now stands at \$100,579.21. The Community Foundation of the New River Valley charged \$996.60 in administrative fees.
- VI. Adjournment: Mary Catherine Stout invited all Trustees to the Annual Meeting of the Friends of the Library on Thursday, April 12, 2012 at 6:00 pm at the Pulaski Library. There being no further business John Freeman moved for adjournment at 5:45 pm; Margaret Spradlin seconded the motion. The vote passed.

Respectfully submitted,
Laura Walters, Chair
Sally Warburton, Recorder

Approved: April 24, 2012