

Pulaski County Library System  
Board of Trustees Meeting  
Minutes  
October 27, 2015  
Pulaski County Public Library

Trustees Present: John Freeman, Chair; Robert Bopp; Meagan Pratt; Hattie Haulsee; Laura Walters; Parks Lanier; Margaret Spradlin

Trustees Absent: Nancy Hudson; Thomas Brewster

Staff Present: Carol Smith; Justine Burcham; Sally Warburton

- I. Call to Order and Welcome: John Freeman called the meeting to order on Tuesday October 27, 2015 at 4:30 pm at the Pulaski County Public Library.
- II. Approval of Minutes: After reviewing the minutes of September 29, 2015, Laura Walters moved to accept them as written. Robert Bopp seconded the motion and it passed by acclamation.
- III. Library Reports: the following reports were reviewed by the Trustees and a copy of each is filed with the record of the meeting at the Pulaski County Public Library.
  - A. Expenditures
  - B. Statistics: an error was noted in "System Deletes". It will be corrected for the November Board Meeting
  - C. Director's Report: Sally asked that the report be amended to include the information that the libraries will close at noon on Wednesday November 25, 2015 for the Thanksgiving holidays as approved by the State and County Board of Supervisors. Trustees asked for a more in-depth report on the Big Read NRV which Sally asked Justine Burcham to report. Justine attended the planning sessions with other area public and academic librarians. She reported that much of the planning was completed by Radford University, Virginia Tech, and NRCC Librarians. Pulaski Libraries presented two book discussions. The Pulaski meeting included a Vietnam Veteran who added to the discussion and the Dublin meeting was moderated by Tom McGohey, retired creative writing professor from Wake Forest University and volunteer at the Wilderness Road Museum. The Big Read will end in November with a visit by the author to Roanoke and Virginia Tech.
  - D. Dublin Branch
  - E. Youth Services

F. Technology

IV. Follow-up from Previous Meetings and Other Reports:

- A. Old School Board Office Storage: the Board of Supervisors, in closed session, decided to tear down the building after accessing what can be salvaged for reuse. The library has removed all the items that we were storing there and will help county personnel to take out other items that are no longer being used by the library.
- B. Computer Use Policy: Carol Smith asked that this issue be placed on the agenda and expressed her concerns that some patrons are using the library computers for extended periods of time. The library is then losing statistics on computer usage which Carol uses to determine when to replace computers. Justine Burcham spoke on privacy rights, the inability of library staff to control what patrons are viewing on the computers, and offered the possibility that staff can attempt to keep an accurate accounting of statistics every 2 hours for those patrons using a computer for longer periods. There followed a discussion of computer use with many suggestions and questions by Trustees including: can statistics be gathered on time used rather than individual checkouts (this would be difficult without purchasing expensive software); is anything being downloaded and stored on the machines by the patrons (no); concerns that people are moving to different computers if the machine locks-up (easily fixed by staff), purchase more expensive computers for gaming (a possibility). Sally Warburton expressed concern that the libraries not limit certain customers' access in any way as per the standards of the American Library Association's Freedom to Read and Freedom to View. It was determined that the policy as stated at this time does not need to be amended. Staff will discuss the issue at a staff meeting in order to ensure that the policy is being interpreted consistently for all patrons.

V. New Business:

- A. Trustees with terms ending December 31, 2015: John Freeman has served 2 full terms and as per the Board By-Laws cannot be reappointed. Hattie Haulsee asked to be replaced on the Board.
- B. Board Officers' Nominations Committee: John Freeman and Laura Walters, current chair and vice-chair, agreed to serve.
- C. Financial Disclosure Form: forms were distributed and completed by several Trustees. Forms will be forwarded to County Administration as mandated by the State.
- D. Repairs to back of Pulaski building: Sally explained the repairs and the reasons for closing that entrance due to safety issues. The porch supports, brick sidewalk

and part of the porch, and hand rails on the steps are requiring replacement as well as wooden pillars and panels under the windows. Windows and ornamental trim are being repainted.

- E. Change date of November Board Meeting?: the meeting will be moved one week to December 1, 2015 at 4:30 pm at the Charles and Ona B. Free Memorial Library due to Thanksgiving Holidays and travel plans. There will be no December meeting at the end of the month.
- VI. Adjournment: There being no additional business, Margaret Spradlin moved to adjourn at 5:30 pm. Laura Walters seconded the motion which was passed.

Respectfully submitted by:  
John Freeman, Chair  
Sally Warburton, Recorder

Approved: December 1, 2015