

Pulaski County Library System  
Board of Trustees Meeting  
Minutes  
December 1, 2015  
Charles and Ona B. Free Memorial Library

Trustees Present: John Freeman, Chair; Margaret Spradlin; Parks Lanier, Jr.; Nancy Hudson; Meagan Pratt

Trustees Absent: Robert Bopp; Hattie Haulsee; Laura Walters; Thomas Brewster

Staff Present: Carol Smith; Sally Warburton

- I. Call to Order and Welcome: John Freeman called the meeting to order on Tuesday December 1, 2015 at 4:30 pm at the Charles and Ona B. Free Memorial Library.
- II. Approval of Minutes: After reviewing the minutes of October 27, 2015, Carol Smith requested that the minutes reflect a correction under Computer Use Policy. Margaret Spradlin moved that the minutes of the previous meeting be approved as corrected and Parks Lanier seconded the motion. Motion was passed unanimously by those present.
- III. Library Reports: the following reports were reviewed by the Trustees and a copy of each is filed with the record of this meeting. John Freeman thanked staff who submits reports each month.
  - A. Expenditures: Margaret asked about funds spent out of a local line item in which no funds have been budgeted. This expenditure will be transferred to State funds or picked up in another line item in Local funds.
  - B. Statistics: notice was made of an increase in participation at preschool story times possibly due to the addition of a Monday evening program.
  - C. Director's Report: mention was made of the 3 new libraries recently built in Roanoke County with the addition of one opened this month in Vinton.
  - D. Youth Services: Meagan mentioned that she has been able to promote the Library's Pokemon Club at Dublin Middle School. Several of her students are attending.
  - E. Dublin Branch
  - F. Technology
- IV. Follow-up from Previous Meeting and Other Reports:
  - A. Trustees with terms ending December 31, 2015: Hattie Haulsee and John Freeman will be ending their terms of service. John has served 9 years as he was appointed to finish another Trustee's unexpired term and then two additional 4-year-terms. The Board of Supervisors has been notified.
  - B. Board Officers' Nomination: Laura has been nominated to assume the chair position and Margaret Spradlin the vice-chair position. Parks moved to accept these nominations, Meagan seconded and the motion was approved. Laura and Margaret accepted the positions.
  - C. Financial Disclosure Forms: These have been completed by the Trustees

- D. Repairs to back of Pulaski Library building are not completed due to inclement weather.  
The repairs continue as weather permits
- V. New Business:
  - A. Vaping Policy: after some discussion concerning waiting for the County to adopt a policy for all county buildings and whether to include a sentence that would require staff to “police” the issue by stating that violators would be asked to leave the premises, the board voted to adopt a policy that could be amended in the future to conform to County policy. Margaret moved for approval and Meagan seconded the motion.
  - B. Smart Beginnings: Smart Beginnings of the New River Valley is coming to Pulaski County to serve preschoolers at four area daycare centers, the YMCA, Head Start, Busy Bs, and Building Bridges, by matching volunteers with 3 and 4 year olds to read to the children 1:1 on a weekly basis. The libraries are partnering with Smart Beginnings by providing books to be read aloud at the centers, disseminating information about the program, and encouraging volunteers. Smart Beginnings will promote Summer Reading Program at the libraries and encourage parents to use the libraries with their preschoolers.
- VI. Adjournment: Parks moved that the minutes reflect the gratitude of the board for the 9 years of service that John Freeman has served on the Board of Trustees of the Pulaski County Library System. Meagan Pratt seconded the motion and the vote was resoundingly unanimous. John graciously responded with his pleasure to serve Pulaski County in this capacity as well as working with the other Trustees and the staff of the Pulaski Libraries. Parks then moved to adjourn and Meagan seconded the motion which was approved at 5:20 pm.

Respectfully submitted,  
John Freeman, Chair  
Sally Warburton, Recorder

Approved: January 26, 2016