

Pulaski County Library System

Board of Trustees Meeting

May 30, 2023

Charles and Ona B. Free Memorial Library

Those Present: Lynne Clark, Chair; Margaret Brewster; Jan Booker; Kathy Weddle; Laura Walters; TJ Cox; Carol Smith

Those Absent: Robin Keener; Kevin Siers

Staff Present: Sally Warburton

- I. Call to Order and Welcome: Lynne called the meeting to order at 4:30pm. Welcoming new members to the Board.
- II. Approval of Minutes: Jan made a motion to approve the minutes of March 28, 2023. Kathy seconded the motion. Motion was passed.
- III. Library Reports: Library reports were read and Trustees commented upon the extensive list of activities and programs being presented during June and July for Summer Reading Challenge. Trustees expressed appreciation for the staff's work to present varied and interesting programs.
- IV. Old Business
 - A. Sign for Pulaski Library: Sign System created a proposal in 12" letters for over the doors of the library reading Pulaski County Library. Jan moved to approved the expenditure; Laura seconded the motion; and it passed unanimously.
 - B. Meeting Room Use Policy: Jan made a motion to approve the addition of a line to the policy stating that non-profits using the room should clearly state in promotional material that use of the library meeting room does not constitute an endorsement by the library of the program or the group. Margaret seconded the motion which was passed.
 - C. FY2022 Audit to LVA: Laura reported that we are waiting for the auditor to submit this. It has been suggested that they complete the library portion first in order to be able to submit it to LVA as soon as possible.
 - D. Staff Safety – Active Shooter Training: The training will take place on August 22. The board approved closing the libraries from 9:00 until 2:00 so all staff can attend. Sally will discuss the option of opening it

to Radford Public Library staff and/or other Pulaski County employees as Sherriff's Inspector Downey feels is appropriate.

- E. New Carpet for Dublin Library: we have obtained 3 quotes for new carpeting and are waiting for Maintenance Department approval for the best bid. We will also be getting Dublin parking lot repaved in the fall.

V. New Business

- A. FY2023 Budget for Expenditure of State Aid: the revised budget has been sent to and approved by LVA.
- B. Cake for Juneteenth: the library is again partnering with Calfee Community and Cultural Center, the Wilderness Road Regional Museum, and Thriving Families for a Juneteenth Celebration. The Board members of the non-profits are being asked to provide cakes for a cake walk. Several Trustees agreed to help.
- C. Board of Trustees Contact Information: Trustees were asked for their information that will be placed on the Library Board page of the library website.
- D. Community Foundation Endowment has paid \$540 this spring which was placed in donations to be used for the Library.
- E. Friends of the Library: There was a conversation about the organization moving forward.
- F. Dolly Parton's Imagination Library: a county supervisor has asked if the library has considered enrolling residents in this program to obtain books for children. The Youth Services Department is working on this with support from the State Library.
- G. Collection Development Policy: Trustees began the process of updating this policy. Sally will rewrite it incorporating the Trustees' suggestions and present it for approval in July.

- VI. Adjournment: There being no further business, Lynne called for a motion to adjourn at approximately 5:45pm. Jan so moved with a second from Kathy and approval by the Board

Respectfully submitted,
Lynne Clark, Chair
Sally Warburton, Recorder

Approved: July 25, 2023