

Pulaski County Library System
Library Board of Trustees
Minutes
February 22, 2011
Pulaski County Library

Trustees Present: Nancy Hudson, Chair; Mason Vaughan, Jr., Vice-Chair; John Freeman; Martha Jackson; Elinor Farmer; Joseph Slaughter; Laura Walters

Trustees Absent: Nina McNeil; Robert Becker

Visitors Present: Mary Catherine Stout, President of Friends of the Library

Staff Present: Sally Warburton, Director and Scott McGregor, Dublin Branch Manager

- I. Call to Order and Welcome: Chair Nancy Hudson called the Pulaski County Library Board of Trustees meeting to order at 5:00 pm on Tuesday, February 22, 2011 at the Charles and Ona B. Free Memorial Library.
- II. Approval of Minutes: Laura Walters moved that the minutes of the November 30, 2010 and the January 18, 2011 meetings be approved as written. John Freeman seconded the motion and the minutes were approved.
- 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
 - B. Statistics
 - C. Financial Statement
 - D. Dublin Library Report: Scott McGregor added information to his report about library displays for February, a description of the Claytor Lake Nature Programs' excellent attendance as well as beginning a weekly Wii Computer Games program for teens.
 - E. Technology Report
 - F. Youth Services Report
 - G. Director's Report: Sally Warburton added to the report that several libraries in Virginia are questioning if sales tax needs to be collected for copies. Since the library system is only charging for the paper and ink and not making a profit it is hoped this won't become an issue.
- IV. Follow Up from Previous Meeting and Other Reports
 - A. Board contact information and dates of service was updated for those present.
 - B. The local budget has been presented to the County Administration with very little change from the current year. Most of local funds go to salaries, benefits and utilities.
 - C. New employee: Sally Warburton presented a short biography about our new circulation employee in the Pulaski Library, Graham Tate who began work on Feb. 21. Scott, who began work on Dec. 13, 2010 told a little about his background.

D. Mulch Fire: There has been another fire in the flower bed in front of Pulaski Library. This is the third time the fire department has responded to a call to soak the mulch in about a year's time. Martha Jackson moved that the library post No Smoking signs. John Freeman seconded the motion which was passed unanimously. Sally will follow up with informing the County Administration and posting signs. Elinor Farmer questioned if the insurance discourages the use of mulch.

V. New Business

- A. Policy for Distribution of Handouts and Petitions, Exhibits and Displays, and Posting to Library Bulletin Boards was reviewed by the member present. Several changes were suggested. Elinor moved that the Policy be approved as changed; John seconded and the motion was passed.
- B. Staff evaluations are being conducted at this time.
- C. Closed Session: A motion was made by Laura Walters that the Library Board of Trustees enter a closed meeting session for the discussion of personnel matters in accordance with the Code of Virginia, Section 2.2-3711(A)(1). The motion was seconded by Elinor Farmer and the motion was passed unanimously by Trustees present.

Return to Open Session: Martha Jackson made a motion to return to open session of the meeting. Mason Vaughan seconded the motion and it was passed unanimously.

Certification: Mason Vaughan made a motion to certify, in conformance with the Virginia Freedom of Information Act, that the Library Board of Trustees had convened a closed session on February 22, 2011 and that the closed session was conducted in conformance with Virginia law, and that to the best of each Trustee's knowledge only business matters lawfully exempted from open meeting requirements by Virginia law were discussed and only matters identified in the motion of closed session were heard, discussed or considered by the Library Board of Trustees. The motion was seconded by Martha Jackson and unanimously approved by Trustees present.

VI. Adjournment: Mary Catherine Stout invited the board members to the Friends of the Library annual meeting that is set for April 14. There being no further business, the meeting adjourned at 6:00 pm.

The next scheduled meeting of the Library Board is Tuesday, March 29, 2011 at 5:00 pm at the Pulaski County Library.

Respectfully submitted,
Nancy Hudson, Chair
Sally Warburton, Recorder

Approved: March 29, 2011