

Pulaski County Library System
Board of Trustees Meeting
Minutes

November 26, 2013

Charles and Ona B. Free Memorial Library

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

Trustees Absent: Martha Jackson; Hattie Haulsee; Thomas Brewster; Joseph Slaughter

Staff Present: Carol Smith; Sally Warburton

- I. Call to Order and Welcome: Laura Walters called the meeting to order on Tuesday November 26 at 4:30 pm at the Charles and Ona B. Free Memorial Library.
- II. Approval of Minutes: After a review of the minutes of the meetings held on September 24, 2013 and October 29, 2013, John Freeman moved to approve the minutes of both meetings as written. Parks Lanier seconded the motion and it passed by those present.
- III. Library Reports: The following reports were reviewed by the Trustees present and a copy of each is filed with the record of this meeting at the Pulaski County Library.
 - A. Expenditures
 - B. Statistics
 - C. Director: Nancy had questions about the Livability Initiative which is a study that has been conducted by the counties and organizations in the New River Valley to look for trends in planning for the future.
 - D. Dublin Branch
 - E. Youth Services: John asked about the purchase of Board Books which are books with heavy covers for preschoolers. The need has arisen for additional copies due to the popularity of Jena Hardy's story time for toddlers.
 - F. Technology: Carol added that the book by Jay Turner, *Fading Memories*, that the Friends of the Library has helped to fund is selling well. Those who have seen it are very happy with the quality. A book signing has been scheduled for December 3 at the Pulaski Library.
- IV. Follow-up to Previous Meetings and Other Reports:
 - A. Trustees with terms ending December 31, 2013 are Laura Walters and Joseph Slaughter. Laura has graciously agreed to a second term but Joseph has declined. The Board of Supervisors has been informed of these decisions and will appoint someone from the Robinson District to replace Joseph.
 - B. New officer nominations: Laura has agreed to accept the position of vice-chair and John will become chair of the Library Board at the January, 2014 meeting.
 - C. Staff Day: Carol and Sally reported on the events and benefits of the Staff Day which was held on November 1, 2013. Staff was led in team building and getting-to-know-you-better exercises as well as considering the libraries' mission and vision statements.

- D. Trustee Academy: Kim Armentrout of the Library of Virginia has forwarded information about accessing the classes for trustees. This will be sent to trustees via email.
- V. New Business
 - A. Patron Incident at Pulaski Library on 11/12/13: The Town of Pulaski Police responded to a call by staff to help deal with an inebriated patron. Police responded within minutes.
 - B. Give Big NRV: The library will participate in this initiative created by the Community Foundation of the New River Valley to encourage donations to government entities and nonprofits.
 - C. Annual Disclosure Statements: Those present completed these forms. Sally will take them to County Administration and follow up with those not in attendance.
 - D. Staff Evaluations: Sally will forward copies of her evaluation to board members to complete via email or USPS.
- VI. Adjournment: There being no further business, Laura Walters called for a motion to adjourn. Nancy Hudson so moved, John Freeman seconded the motion and it passed unanimously. The next meeting will be on January 28, 2014 at the Pulaski Library.

Respectfully submitted,
Laura Walters, Chair
Sally Warburton, Recorder

Approved: February 25, 2014