

Pulaski County Library System
Board of Trustees Meeting
September 29, 2021

Charles and Ona B. Free Memorial Library

Trustees Present: Meagan Pratt, Chair; Lynne Clark; Jennifer McCarthy; Margaret Spradlin; Jan Booker

Trustees Absent: Ashley Hale; Drew Foxx; Kevin Siers; Margaret Brewster

Staff Present: Sally Warburton

- I. Call to Order and Welcome: Meagan called the meeting to order at 4:30 at the Charles and Ona B. Free Memorial Library.
- II. Approval of Minutes: Jan Booker moved to approve the minutes of July 27, 2021 as written. Lynne Clark seconded the motion. Motion was passed by all present.
- III. Library Reports: There was discussion of the library statistics report and some of the entries. There was also a discussion about the Children's Program, a Poetry Walk at Randolph Park. Trustees appreciated the unique program and the placement at the park.
- IV. Follow-up from Previous Meeting and Other Reports
 - A. COVID Updates: Sally presented a chart of COVID Data collected from the Virginia Department of Health website showing the extent of the virus in Pulaski County and the New River Valley. Trustees recommended that the Libraries continue to be conservative holding programs outside and limiting groups using the library facilities.
 - B. Upgrade on Belle: Board was informed that Belle died peacefully one morning and has been cared for very thoroughly and respectfully by staff at the Dublin Library.
 - C. Update on hiring staff: Board was informed that the IT position has been vacated but will now be handled by the County IT department. With the Library IT salary, the library was able to make 1 part-timer, full time. And another part-time employee was made 32 hours with benefits. The supervisory position has still not been filled and staff is looking at expanding the search from MLS applicants to others with a master's degree that may be applicable.
 - D. Wall Street Journal and other newspapers: The paper copies of national newspapers have been cancelled and will be substituted with online editions through a database including more newspapers than we are able to get in paper copies.
- V. New Business
 - A. Approval of Technical Services Assistant Job Description will be tabled and addressed at the next meeting.
 - B. ARPA Grant: The Library System has been awarded \$20,860 in grant money. The Library of Virginia received \$2.275 million in American Rescue Plan Act Grant Funding. LVA then passed those funds along to the public libraries of Virginia using the equation for State Aid to determine the award amount. With this additional funding, public libraries were encouraged to use the funds to reopen, purchase items needed to make their libraries safer in the COVID era, address unemployment, broadband availability, and "support library services that meet the needs of communities." Since the Pulaski County Library System has been open and functioning and therefore not in need of supplies to reopen, the director approached Lee Spiegel of Beans and Rice, Inc. and Jill Williams of the

Calfee Community and Cultural Center. Sally suggested spending the money on specific items that could meet the nonprofits' goals as well as those of the library and the community in general. Beans and Rice has proposed to purchase Virtual Reality Workforce Development programs and equipment that would enable participants to receive hands-on experience and training before stepping into the actual workplace. With this cutting-edge technology, VR companies offer options to design specific programs to meet the local needs of our potential workforce. The Calfee Center proposal includes equipment that will allow us to collect, preserve, edit, and store oral history and archival materials, and create a traveling history of Calfee School. The equipment that is purchased can be used by other area nonprofits as well as the libraries. Calfee is already planning to join with another organization, the local YMCA, to use the equipment for a need-based youth scholarship program in which students will develop projects to address community needs. Workforce development, oral history, and historical archives fit in nicely with the goals of the library as well as the community as a whole.

- C. Sally received an email from Jonathan Sweet, County Administrator, requesting information on Trustees who have not been attending meetings, meetings at which there was not a quorum, and "...any funding appropriations that have taken place from the Library to outside agencies." Discussion by the Trustees was very supportive discussing flexibility during these stressful times of COVID, that we have only missed a quorum by 1 person two times in the past 2 years, and that they are very excited to report on the ARPA Grant funding and partnerships. Sally will respond to Mr. Sweet.
- VI. Adjournment: there being no further business, Meagan called for a motion to adjourn. Jan so moved, Lynne seconded the motion which was approved. The meeting was adjourned at approximately 5:15.

Respectfully submitted,
Meagan Pratt, Chair
Sally Warburton, Recorder

Approved: November, 30, 2021