

Pulaski County Library System
Board of Trustees Meeting
March 29, 2022

Pulaski County Public Library

Those Present: Meagan Pratt, Chair; Laura Walters; Margaret Brewster; Margaret Spradlin; Kevin Siers; Jan Booker; Lynne Clark; Kathy Weddle

Those Absent: Jennifer McCarthy

Staff Present: Scotia Marshall; Sally Warburton

- I. Call to Order and Welcome: Meagan called the meeting to order at 4:30 pm.
- II. Approval of Minutes: Kevin moved to approve the minutes of January 25, 2022, Laura seconded the motion, which passed by those present.
- III. Library Reports: Jena reported in her Youth Services report that the RIF Grant was not approved. We will continue to try to find alternate funding.
- IV. Follow-up from Previous Meeting and Other Reports
 - A. COVID Update: Pulaski County is now in the "Low" range of community transmission. Yeah!
 - B. Revision of By-Laws: Jan made a motion to approve the change to the by-laws regarding the number of meetings a Trustee can miss before being considered for replacement.
- V. New Business:
 - A. Fine Free Pulaski County: the new procedure was implemented March 1 and is getting good reviews. Books that are long overdue have been returned and books are being routinely renewed and returned.
 - B. Social Media Policy: With Facebook and Instagram being used more frequently, a Social Media Policy has been written; Kevin moved to approve the policy as presented, Margaret Spradlin seconded the motion. Motion was carried.
 - C. Southwest Times Database: The Newspaper Archive that has been hosting the Southwest Times database has asked that we sign a contract stating that, "...Licensor [World archives Holdings LLC] retains the ownership of the Database and all portions thereof..." Sally has discussed this clause with the Southwest Times General Manager, Vanessa Repass. She asked that we not sign this contract. Therefore, the Library is working with the Library of Virginia to host the database.
 - D. Tools for Trustees prepared by the Library of Virginia for Library Board use was distributed to Trustees.
 - E. Resumption of COVID Test Kit Distribution: The Virginia Department of Health resumed this distribution of test kits through public libraries this week.
 - F. Staff Evaluations are due in May. The Library Board will complete one for the Director.
 - G. Sale of Children's Books: the library was given a nice donation of children's books. We will hold a book sale with minimal cost per book. Proceeds will go to new or existing Little Free Libraries.
 - H. Library Good News: Sally shared a few "feel good" stories about the library Black History Month Essay Contest.
 - I. New sign at Pulaski Library: Laura requested we look into replacing the outside sign. Possibly using the library or Pulaski County logo.

J. Closed session: Lynne made the motion to move to closed session to discuss a staff issue, pursuant to Section 2.2-3711 (A) (1) of the Code of Virginia for the purpose of employee performance review. Kathy seconded the motion which was passed.

Margaret Spradlin moved that the Board exit closed session with a second by Laura & approval by the Board.

Laura moved that the Board certify that “to the best of each member’s knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia freedom of Information Act and identified in the motion authorizing the closed session were heard, discussed, or considered in the closed session.” Kevin seconded the motion which was passed by those present.

VI. Adjournment: Laura then moved to adjourn the meeting; seconded by Kevin; and approved.

Respectfully submitted,
Meagan Pratt, Chair
Sally Warburton, Recorder

Approved: May 31, 2022