

Pulaski County Library System

Board of Trustees Meeting

January 31, 2023

Charles and Ona B. Free Memorial Library

Those Present: Margaret Brewster; Jan Booker; Kathy Weddle; Lynne Clark; Laura Walters

Those Absent: Kevin Siers

Staff Present: Sally Warburton

- I. Call to Order and Welcome: Sally called the meeting to order at 4:30pm.
- II. Approval of Minutes: Lynne made a motion to approve the minutes of November 29, 2022 as written. Jan seconded the motion & the Board voted to approve.
- III. Library Reports: The Board discussed the interview by WDBJ7 with Library staff. Laura suggested adding a link to it to the County website which the Board appreciated.
- IV. Follow-up from Previous Meetings and Other Reports:
 - A. Election of Officers: Jan made a motion to appoint Lynne as chair for 2023 with Laura as vice-chair. Kathy seconded the motion which was then approved by all. Lynne assumed leadership of the meeting.
 - B. Sign for Pulaski Library: Sally presented a corrected proposal from Sign System. Lynne made a motion to approve the purchase; Jan seconded the motion which was approved.
 - C. Pulaski Library HVAC: Sally reported that the new heating and cooling system for the Pulaski Library has been installed thanks to County Maintenance Department.
 - D. Strategic Plan: The Board reviewed a draft proposal for the Strategic Plan. This one is a simplified version without specific objectives, goals, and measurable outcomes listed that the Board thought very usable. Sally will put it into a final form for a vote at a later time.
 - E. Friends of the Library: The Friends provided a New Years luncheon for library staff and are planning to send a check to support Summer Reading Program.
 - F. Appointment of Trustees: Jan made a motion to move to closed session. Lynne seconded the motion which was passed. After a discussion; Jan moved to return to the public meeting and Kathy seconded the motion which was passed. Lynne made a motion to certify that the discussion while in closed session was concerning appointments only as per Code of Virginia
- V. New Business
 - A. Little Free Library at Dublin Branch: A library patron, 12-year-old, Adalyn Wood, has requested that she be permitted to build and install a Little Free Library on the grounds of Charles and Ona B. Free Memorial Library. The Board reviewed her plans and made a few suggestions. Lynne made a motion to approve the plan with thanks to Miss Wood. Laura seconded the motion which was passed unanimously.

- B. Capital Improvement Listing: Requests have been made for new carpet for both the Dublin and Pulaski Libraries, Dublin parking lot paving, and Dublin interior painting. The Board did not have additions at this time but suggested a hard, washable floor or carpet squares rather than carpet.
 - C. Patron Issue at Pulaski Library: Sally reported on a patron who has been banned from the library due to inappropriate behavior. Board gave their approval.
 - D. Meeting Room Use: The meeting room use policy was reviewed and suggestion made to add a sentence stating that the group using the room must state in any promotion or advertising of their event that, "The fact that a group is permitted to meet at the public library does not in any way constitute an endorsement by the Library Board or administration of the group's policies or beliefs."
 - E. Memorial for Jennifer McCarthy: Jennifer passed away at the end of 2022. Board suggested that a book be placed in her memory into the library collection.
 - F. Books in honor of Meagan Pratt & Margaret Spradlin for their time served on the Board: Both of these ladies served at least 8 years on the Library Board and will have books added to the collection.
- VI. Adjournment: There being no further business Laura moved to adjourn. Jan seconded the motion which was passed and the Board adjourned at 5:40pm.

Respectfully submitted,
Lynne Clark, Chair
Sally Warburton, Recorder

Approved: March 28, 2023