

Pulaski County Library System
Board of Trustees Meeting
March 28, 2023
Pulaski County Library

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

Those Absent; Kevin Siers

Staff Present: Sally Warburton

- I. Call to Order and Welcome: Lynne called the meeting to order at 4:30pm at the Pulaski County Library.
- II. Approval of Minutes: Jan made a motion to approve the minutes of January 31, 2023; Lynne seconded the motion & the Board voted to approve.
- III. Library Reports: Trustees commented on several items in the staff reports. The phone charging stations at both libraries are appreciated. This led to a discussion of the County possibly placing electric car charging stations at the public libraries. There were also positive comments about upcoming Summer Reading Program events and activities.
- IV. Old Business
 - A. Sign for Pulaski Library: the new sign in front of the Pulaski Library using the library logo was greatly appreciated. Sally reported that she is in conversation with Sign System to put large letters spelling out the name of the library over the door. Laura suggested asking for an estimate of cost. Trustees proposed spelling out "Pulaski County Library".
 - B. Meeting Room Use Policy: An additional line was added to the policy following Item 10, the Library not necessarily endorsing the group's policies or beliefs. This addition will state, "This should be stated clearly in any promotion or advertisement of the event by the non-profit group."
 - C. Appointments: Laura reported that T.J. Cox of the Ingles District and Carol Smith from Draper have been appointed to the Library Board.
- V. New Business
 - A. Staff Pursuing MLS Degrees: Scotia Marshall and Judy Baker have both applied to acceptance to Masters of Library Science Degrees commencing in the fall of 2023.
 - B. Part-Time Person: Sally has requested a new part-time position be added to staff. This person would help with community outreach taking the library "outside the walls" as well as provide an additional staff person at Dublin Library which only has one full-time and one part-time positions at this time.
 - C. Ordering Books from Baker and Taylor: Sally explained the ordering process and informed the Board that the library system has hired B&T to cover both the

hard- and soft-cover books. This has led to longer wait times for book deliveries but is saving staff time and money.

- D. FY22 Audit to LVA: The County has not submitted the audit to the Library of Virginia at this time.
 - E. Staff Safety: Margaret expressed a concern about staff safety amid the increase in gun violence. Staff have been trained on response to an active shooter situation and Sally will investigate additional training.
- VI. Adjournment: There being no further business, Lynne called for a motion to adjourn at approximately 5:30. Jan so moved and Kathy seconded the motion which was approved.

Respectfully submitted,
Lynne Clark, Chair
Sally Warburton, Recorder

Approved: May 30, 2023