**SMYTH COUNTY PUBLIC LIBRARY**

**BOARD OF TRUSTEES MEETING**

**Thursday, November 19, 2020**

**5:30 p.m., Marion Public Library**

**Marion, VA 24354**

**CALL TO ORDER:**

The regular meeting of the Smyth County Library Board of Trustees was held on Thursday, November 19th, 2020, in the Copenhaver Meeting Room at the Marion Public Library. Trustees present were Tom Copenhaver, Donna Rupard-Greer, Margaret Linford, Patton Graham, and Christin Long. Jim Paine and Heather Colley were absent. Tracey Reed and Helen Conley, Co-Interim Directors, were also in attendance. The meeting was called to order by Margaret Linford at 5:35 pm.

**WELCOME/INTRODUCTION:**

Margaret welcomed everyone to the meeting.

**AGENDA ADDITIONS:**

There were no additions to the agenda. Patton Graham made a motion to accept the agenda and Donna Rupard-Greer seconded.

The motion PASSED by the following vote:

AYES: Tom Copenhaver, Donna Rupard-Greer, Patton Graham, Christin Long and Margaret Linford.

NAYS: None

ABSTAINERS: None

ABSENT: Jim Paine and Heather Colley

**PUBLIC/GUEST REMARKS:**

No guests were present at the meeting.

**APPROVAL OF MINUTES:**

Tom Copenhaver moved to the previous meeting minutes (October 15th and October 26th) with a second by Donna Rupard-Greer.

The motion PASSED by the following vote:

AYES: Tom Copenhaver, Donna Rupard-Greer, Patton Graham, Christin Long and Margaret Linford.

NAYS: None

ABSTAINERS: None

ABSENT: Jim Paine and Heather Colley

**APPROVAL OF DISBURSEMENTS:**

A discussion was had about the disbursements. Questions were answered by Teresa Tuggle from Longhorn.

A motion was made by Tom Copenhaver with a second by Patton Graham to accept the September disbursements of $64,782.43.

The motion PASSED by the following vote:

AYES: Tom Copenhaver, Donna Rupard-Greer, Patton Graham, Christin Long and Margaret Linford.

NAYS: None

ABSTAINERS: None

ABSENT: Jim Paine and Heather Colley

The BOT decided on a budget committee consisting of Patton Graham, Margaret Linford, and Tom Copenhaver. It was decided that the budget committee will meet with staff from Lawhorn to discuss the contract and other issues.

**DIRECTOR’S REPORT:**

The Co-Interim Directors spoke about the happenings throughout the system including how the reopening is going, category 2 E-rate, and next year’s state funding.

Margaret Linford proposed to the board to give the full-time staff a bonus of $500 and the part-time staff a bonus of $250 to show appreciation for the hard work and dedication of the staff throughout the year.

Patton Graham made a motion to proceed with doing the bonuses and Donna Rupard-Greer seconded it.

The motion PASSED by the following vote:

AYES: Tom Copenhaver, Donna Rupard-Greer, Patton Graham, Christin Long and Margaret Linford.

NAYS: None

ABSTAINERS: None

ABSENT: Jim Paine and Heather Colley

**UPDATE ON REOPENING:**

Tracey reported that inside appointments have been going well library wide and that there were no reports of anyone refusing to wear a mask. Tracey and Helen had forwarded the library cleaning/Covid procedures to Rose. Curbside continues to be a patron favorite. Margaret discussed some suggestions give by Rose to her. The staff will also continue to be in touch with the Health Department for further advice on the numbers or should staff be exposed to Covid.

**LOCATION/TIME OF NEXT MEETING:**

The next regular meeting will be held on December 17th at 5:30 PM at the Marion Public Library.

**ADJOURNMENT:**

A motion was made by Donna Rupard-Greer, with a second by Christin Long, to adjourn the meeting.

The motion PASSED by the following vote:

AYES: Tom Copenhaver, Donna Rupard-Greer, Patton Graham, Christin Long and Margaret Linford.

NAYS: None

ABSTAINERS: None

ABSENT: Jim Paine and Heather Colley