**SMYTH COUNTY PUBLIC LIBRARY**

**BOARD OF TRUSTEES MEETING**

**Thursday, June 17, 2021**

**5:30 p.m., Saltville Town Hall**

**Saltville, VA 24370**

**CALL TO ORDER:**

The regular meeting of the Smyth County Library Board of Trustees was held on Thursday, June 17th, 2021, at the Saltville Town Hall in Saltville, VA. Trustees present were Margaret Linford, Nellie Harmon, Heather Colley, Tom Copenhaver, Christin Long and Donna Rupard-Greer. Director Rose Likins and staff members Helen Conley, Tracey Reed and Shelia Johnson were present. The meeting was called to order by Margaret Linford at 5:34 pm.

**WELCOME/INTRODUCTION:**

Margaret welcomed everyone to the meeting and introduced Nellie Harmon, Representative of Chilhowie, to the public

**AGENDA ADDITIONS:**

A review of the Trustees Retreat in August was an addition to the agenda: Line 10, Old Business, a section C. was added. Donna Rupard-Greer moved to accept the agenda as with additions, with a second by Tom Copenhaver.

The motion PASSED by the following vote:

AYES: Margaret Linford, Tom Copenhaver, Nellie Harmon, Heather Colley, Christin Long, and Donna Rupard-Greer

NAYS: None

ABSTAINERS: None

ABSENT: Patton Graham

**PUBLIC/GUEST REMARKS:**

No Public Remarks

**APPROVAL OF MINUTES:**

Nellie Harmon moved to accept the minutes as presented. Christin Long seconded the motion.

The motion PASSED by the following vote:

AYES: Margaret Linford, Tom Copenhaver, Nellie Harmon, Heather Colley, Christin Long, and Donna Rupard-Greer

NAYS: None

ABSTAINERS: None

ABSENT: Patton Graham

**APPROVAL OF DISBURSEMENTS:**

Teresa Tuggle from Longhorn was present for any questions. Margaret Linford, Chairperson, asked if there were any issues. Discussed disbursements as listed on report.

A motion was made by Heather Colley with a second by Nellie Harman to accept the June disbursements.

The motion PASSED by the following vote:

AYES: Margaret Linford, Tom Copenhaver, Nellie Harmon, Heather Colley, Christin Long, and Donna Rupard-Greer

NAYS: None

ABSTAINERS: None

ABSENT: Patton Graham

**FINCINCIAL REPORT:**

Rose Likins reported she has had to build from the last budget and currently SCPL is in good standing. Over in some areas but well under in other areas.

**DIRECTOR’S REPORT:**

Rose Likins presented the Board of Trustees with her written Director’s report. Rose gave an updated report mask requirements: No mask unless not fully vaccinated. She presented the Board with a new Bird Watching Back Pack to be available soon for check out. She also presented to the Board example of the Playaways that will be available for check out. She spoke about the Kids Crafts, an added Spanish Collection Upgrade. She is currently working on grant applications for ALA, ARPA, and ECF, which will include the purchase of hot spots for check out. She looks forward to future plans.

Kris Sheets, Saltville Library Branch Manager, presented the ongoings of the Saltville Branch. She had a patron tell her she is the reason she has kept coming to curbside because of the great books she chooses. She is working on Grab and Go Bags for the Summer Reading Program. Kris reported the curbside service is still going strong and she will continue curbside pick-up services. She is planning Summer Reading Program: scavenger hunt and/or animal sidewalk.

Kris continues to have issues with the current building but is working with the Town of Saltville to help her find a new location.

**OLD BUSINESS:**

Tracy Reed gave an update on the Summer Reading Program. Tracy is doing a Teen Auction to give the Teens a chance to earn “Book Buck” as participation. All SCPL Branches are ready for Summer Programs.

Reviewed Pandemic Precautions in the Directors Report.

Addition to the Agenda was reviewing the details of the Trustees Workshop. The main takeaway from the workshop: BE PROACTIVE about your Library, not reactive.

**NEW BUSINESS:**

New Business continued with Rose presenting the board with the FY 22 Holidays. The board voted to pass the FY 22 Holiday Calendar.

A motion was made by Tom Copenhaver with a second by Donna Rupard-Greer to accept the FY 22 Holiday Calendar.

The motion PASSED by the following vote:

AYES: Margaret Linford, Tom Copenhaver, Nellie Harmon, Heather Colley, Christin Long, and Donna Rupard-Greer

NAYS: None

ABSTAINERS: None

ABSENT: Patton Graham

Rose presented the board with the FY 22 Budget. The board reviewed the FY 22 Budget and the Budget Committee approved the FY 22 Budget. The board voted to pass the FY 22 Budget.

A motion was made by Tom Copenhaver with a second by Donna Rupard-Greer to accept the FY 22 Holiday Calendar.

The motion PASSED by the following vote:

AYES: Margaret Linford, Tom Copenhaver, Nellie Harmon, Heather Colley, Christin Long, and Donna Rupard-Greer

NAYS: None

ABSTAINERS: None

ABSENT: Patton Graham

The Director reviewed the details of the August Strategic Planning Retreat. The retreat will be August 21st, at Hungry Mother Lake. The ladies from LVA will be in attendance to facilitate the retreat. All attending will have an assessment to preform which is due August 6th. Committees will be assigned. This is a working retreat that will begin at 9AM on August 21st.

**LOCATION/TIME OF NEXT MEETING:**

The next regular meeting will be held on July 15, 2021 at 5:30 PM in Marion at the Marion Library Branch.

**ADJOURNMENT:**

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

The motion PASSED by the following vote:

AYES: Margaret Linford, Tom Copenhaver, Nellie Harmon, Heather Colley, Christin Long, and Donna Rupard-Greer

NAYS: None

ABSTAINERS: None

ABSENT: Patton Graham