**SMYTH COUNTY PUBLIC LIBRARY**

**BOARD OF TRUSTEES MEETING**

**Thursday, April 15, 2021**

**5:30 p.m., Saltville Wellness Center**

**Saltville, VA 24370**

**CALL TO ORDER:**

The regular meeting of the Smyth County Library Board of Trustees was held on Thursday, April 15th, 2021, at the Smyth County Library. Trustee present in person was Tom Copenhaver. Trustees Margaret Linford, Donna Rupard-Greer joined virtually, and Patton Graham joined via phone. Director Rose Likins and staff members Helen Conley, Tracey Reed, and Shelia Johnson were present. Saltville Branch Supervisor Kris Sheets joined virtually. The meeting was called to order by Margaret Linford at 5:31 pm.

**WELCOME/INTRODUCTION:**

Margaret welcomed everyone to the meeting and welcomed the newly appointed Board of Trustees for the Chilhowie District, Nellie Harman. She will be sworn in once appointment is made with the Clerk of Court. Welcomed Shelia Johnson as the new Senior Accountant.

**AGENDA ADDITIONS:**

There were no additions to the agenda. Tom Copenhaver moved to accept the agenda as given, with a second by Donna Rupard-Greer.

The motion PASSED by the following vote:

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

NAYS: None

ABSTAINERS: None

ABSENT: Heather Colley, Christin Long

**PUBLIC/GUEST REMARKS:**

No Public or Guest remarks.

**APPROVAL OF MINUTES:**

Tom Copenhaver moved to accept the minutes as presented. Patton Graham seconded the motion.

The motion PASSED by the following vote:

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

NAYS: None

ABSTAINERS: None

ABSENT: Heather Colley, Christin Long

**APPROVAL OF DISBURSEMENTS:**

Teresa Tuggle from Longhorn was present for any questions.

A motion was made by Tom Copenhaver with a second by Patton Graham to accept the April disbursements.

The motion PASSED by the following vote:

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

NAYS: None

ABSTAINERS: None

ABSENT: Heather Colley, Christin Long

**COMMITTEE REPORT:**

Rose reported on meeting with the Budget Committee. They reviewed the next fiscal year. Rose spoke about budget timelines for Smyth County and reported an increase from the Smyth County Board of Supervisors for the next fiscal year. The final Library Budget for the next fiscal year will be reported to full Library Board in June.

**DIRECTOR’S REPORT:**

Rose Likins presented the Board of Trustees with her Director’s report. She reported on flooding of the Saltville Branch due to a damaged sump pump. This was reported to the Town of Saltville and is now resolved. Rose also spoke about she and Kris discussing the need for a newer a building. They are working on increasing local support and making plans.

Rose also spoke about the library joining the Holston Area Consortium. This would allow for all involved locations to share collections. (Smyth, Washington, Tazwell Counties, and 2 Colleges). This has started the conversation and Rose will update the Board as discussion progresses.

Rose told the Board the Marion Friends of the Library are back to getting book sales ready, new memberships added, and plans moving forward.

Rose reported 1000 new books to Smyth County Public Libraries Collection in one month. The books are being seen from the approvals in January. Hoopla will be connected soon. There is a need for an additional port. Rose reported the goal is to have it running by May 1st.

Rose then gave the floor to Tracy Reed to speak on the Children’s Library. Tracy presented to the Board the overview of the ongoing programs.

**OLD BUSINESS:**

The Library will stay with the scheduled reopening as planned. The reopening plan will be as previously discussed.

**NEW BUSINESS:**

Margaret presented the Board with a 10-month meeting schedule instead of 12 meetings a year. She presented the idea of scheduling a retreat to brainstorm sessions to create ideas. She also asked for feedback on not having a meeting in December.

New Business continued with Rose discussing need for the Internet Policy to be posted on the website as required by the E-Rates Commission. This is being updated and will be in compliance to maintain funding.

**CLOSED SESSION:**

Margaret Linford read the following as a motion to go into closed session:

Closed Session (If Necessary): Code of Virginia, Section 2.2-3711 to discuss **A.1: Personnel Matters**; which can be discussions, consideration, or interviews of prospective candidates for employment and contracts. (**A.7 Legal** was not being discussed.)

Tom Copenhaver seconded the motion.

The motion PASSED by the following vote:

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

NAYS: None

ABSTAINERS: None

ABSENT: Heather Colley, Christin Long

Coming out of Closed Session, Margaret Linford read the following as the certification as to what was discussed in Closed Session and Tom Copenhaver seconded:

**RESOLUTION**

**CERTIFICATION OF CLOSED SESSION**

**WHEREAS**, the Smyth County Public Library Board of Trustees had convened in a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, Section 2.2-312 of the Code of Virginia requires a certification by the Smyth County Public Library Board of Trustees that such a meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED** that the Smyth County Public Library Board of Trustees hereby certifies that, to the best of each member’s knowledge, (i) only pubic business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed and considered by the Smyth County Public Library Board of Trustees.

The motion PASSED by the following vote:

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

NAYS: None

ABSTAINERS: None

ABSENT: Heather Colley, Christin Long

**LOCATION/TIME OF NEXT MEETING:**

The next regular meeting will be held on May 20th at 5:30 PM in Chilhowie.

**ADJOURNMENT:**

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

The motion PASSED by the following vote:

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

NAYS: None

ABSTAINERS: None

ABSENT: Heather Colley, Christin Long