**SMYTH COUNTY PUBLIC LIBRARY**

**BOARD OF TRUSTEES MEETING**

**Thursday, May 21, 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, May 28, 2020, at 5:30 pm in the downstairs area of the Marion Public Library. (It was also on Facebook Live, and some staff connected by Webex.) Trustees present were Deanie Dimick, Carole Greer, Iris Worley, and Patton Graham. Robb Farmer, Library Director, and Helen Conley, Secretary, were also in attendance.

**WELCOME/INTRODUCTION:**

The meeting was called to order by Deanie Dimick at 5:34 pm, and she welcomed everyone to the meeting. She also introduced Patton Graham as the new board member.

**AGENDA ADDITIONS:**

A motion was made to accept the agenda as listed by Iris Worley with a second by Carole Greer.

The motion PASSED by the following vote:

AYES: Deanie Dimick, Iris Worley, Patton Graham, and Carole Greer.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

**PUBLIC/GUEST REMARKS:**

Deanie opened the floor to public comment. No one requested to speak; therefore, Deanie closed public comment time.

**APPROVAL OF MINUTES:**

Iris Worley moved to adopt the February minutes with a second by Carole Greer.

The motion PASSED by the following vote:

AYES: Deanie Dimick, Iris Worley, and Carole Greer.

NAYS: None.

ABSTAINERS: Patton Graham.

ABSENT: None.

Carole Greer made a motion to adopt the March conference call. Iris Worley seconded the motion.

The motion PASSED by the following vote:

AYES: Deanie Dimick, Iris Worley, and Carole Greer.

NAYS: None.

ABSTAINERS: Patton Graham.

ABSENT: None.

**APPROVAL OF DISBURSEMENTS:**

A discussion was had about the finances. Deanie Dimick noted that the Library was under budget for March.

A motion was made by Carole Greer to adopt the March Disbursements in the amount of $91,686.74. Iris Worley seconded the motion.

The motion PASSED by the following vote:

AYES: Deanie Dimick, Iris Worley, and Carole Greer.

NAYS: None.

ABSTAINERS: Patton Graham.

ABSENT: None.

Robb read notes provided by Albano and Assoc. concerning the April Disbursements as Teresa was unable to attend. Robb noted that the Library has until the end of the 2020-21 fiscal year to spend this fiscal year and next fiscal year’s state money. The Library is still running between 9 and 10% under budget.

A motion was made by Iris Worley to adopt the April Disbursements in the amount of $84,005.24. Carole Greer seconded the motion.

The motion PASSED by the following vote:

AYES: Deanie Dimick, Iris Worley, and Carole Greer.

NAYS: None.

ABSTAINERS: Patton Graham.

ABSENT: None.

**DIRECTOR’S REPORT:**

Robb discussed that the part-time people were furloughed during the library closure. Full-time staff has worked from home and have also been working on curbside service for the patrons, as well as other work in the building. Byron Johnson has been cleaning from top to bottom. Robb also noted that he has been speaking with other libraries about curbside and that this has helped other libraries move forward, too. Each branch has had great a great response to the curbside. All branches have also been working on online videos, etc., for patrons.

Robb stated that going forward, the Summer Reading programs are going to look different, but that staff are working on how to make them work. Robb said that the library should receive an additional $2000 from the Town of Chilhowie. He has not heard from Marion or Saltville. He anticipated having a similar amount as this year from the State of Virginia.

**BOARD OF SUPERVISORS’ REPORT:**

Patton Graham was appointed at the last Board of Supervisor’s meeting. Patton Graham is in the Atkins District and has a full term. A discussion was had about having a full five-member board by June 30th, and if not, what that would entail. Robb stated that if there are not five members, state funding will be pulled. Carole noted she has spoken with her representative and that Mr. Ratliff had said it was a priority for the Board of Supervisors.

**OPEN ISSUES:**

1. **Annual Report**

A motion was made by Iris Worley to refer the discussion of the Annual Report to June. After a short discussion, it was seconded by Patton Graham.

The motion PASSED by the following vote:

AYES: Deanie Dimick, Iris Worley, Patton Graham, and Carole Greer.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

**NEW BUSINESS:**

1. **Covid-19**

Robb and the Board discussed the re-opening plan that he had worked up and various options that could be used. Patton Graham made a motion to set the projected date opening for June 18th, with the actual opening date to be discussed again at the board meeting the night of the 18th and leaving the rest up to Robb. This motion was seconded by Iris Worley.

The motion PASSED by the following vote:

AYES: Deanie Dimick, Iris Worley, Patton Graham, and Carole Greer.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

Robb then stated that the American Library Association’s publication AMERICAN LIBRARIES had contacted him to set up an interview about what his experience has been with the library dealing with Covid-19. The board was fine with him doing so.

1. **Local Official’s Concerns about Persons Experiencing Homelessness**

A discussion was had about an email that Judy Wyant had sent to Jane Tate about concerns that had been voiced over homeless individuals in the library. The discussion centered around a specific example. As the person has not been causing any problems, the board felt that no action needs to be taken at this time.

1. **New Trustee Discussion**

See above Welcome and Board of Supervisors’ Report.

1. **New Chair Election**

Carole Greer made a motion for Iris Worley to become Chair of the Board of Trustees. The motion was seconded by Patton Graham.

The motion PASSED by the following vote:

AYES: Deanie Dimick, Iris Worley, Patton Graham, and Carole Greer.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

A discussion was had about the Vice Chair position and it was decided to defer that choice until the June meeting.

1. **New Holiday Schedule**

There was a discussion about the new holiday schedule, it was suggested that the Easter holiday should be changed to different wording. A motion was made by Patton Graham with a second by Carole Greer to accept the holiday schedule as presented.

The motion PASSED by the following vote:

AYES: Deanie Dimick, Iris Worley, Patton Graham, and Carole Greer.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.

**LOCATION/TIME OF NEXT MEETING:**

The next regular meeting will be held on June 18th at 5:30PM at the Marion Public Library. Webex and Facebook Live will be used if necessary.

**ADJOURNMENT:**

Before adjournment was made, Carole Greer thanked Helen for the minutes that she provides. Robb thanked Jane Tate for her service and welcomed Patton Graham personally. Robb also spoke on Ann’s work in the Accounting office and Albano and Assoc.’s work also.

A motion was made by Carole Greer, with a second by Iris Worley, to adjourn the meeting.

The motion PASSED by the following vote:

AYES: Carole Greer, Iris Worley, Patton Graham, and Deanie Dimick.

NAYS: None.

ABSTAINERS: None.

ABSENT: None.