**SMYTH COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES**

**for the following meeting date:**

**Thursday, June 16, at 5:30 P.M.,**

**Smyth County Public Library, Saltville Branch Library**

**Saltville, VA 24370**

 **CALL TO ORDER:**

The regular meeting of the Smyth County Library Board of Trustees was called to order on Thursday, June 16, 2022, at the Smyth County Public Library, Saltville Branch, Saltville, VA. Trustees present Margaret Linford, Nellie Harmon, Tom Copenhaver, Patton Graham and Donna Rupard-Greer. Library Director Rose Likins and staff members Kris Sheets, Helen Conley and Sheila Johnson (by phone) were present. The meeting was called to order by Margaret Linford at 5:37 p.m.

**WELCOME/INTRODUCTION:**

Margaret welcomed everyone to the meeting.

**AGENDA APPROVAL:**

Agenda voted for approval Tom Copenhaver moved to accept the agenda as given, with a second by Patton Graham.

The motion PASSED by the following vote:

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

NAYS: None ABSTAINERS: None

ABSENT: Christin Long

**PUBLIC/GUEST REMARKS:**

Kris Sheets reported to the board on the programs delivered by the Saltville Branch Library. Remarks may be heard on recording posted on library website.

 A**PPROVAL OF MINUTES:**

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

The motion PASSED by the following vote:

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

NAYS: None ABSTAINERS: None

ABSENT: Christin Long

 **APPROVAL OF DISBURSEMENTS:**

Sheila Johnson was present by phone for any questions concerning disbursements. Margaret Linford, Chairperson, asked if there were any issues. Discussed disbursements as listed on report.

A motion was made by Tom Copenhaver with a second by Patton Graham to accept the May 2022, disbursements.

The motion PASSED by the following vote:

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

NAYS: None ABSTAINERS: None

ABSENT: Christin Long

 **FINANCIAL REPORT:**

The financial report looks in good standing. Discussion available on recording posted on library website.

**DIRECTOR’S REPORT:**

Rose Likins presented the Board of Trustees with the Director’s report. Full report available on recording posted on library

website.

**CLOSED SESSION:**

Margaret Linford read the following as a motion to go into closed session (followed by a roll call vote):

Closed Session Code of Virginia, Section 2.2-3711 to discuss **A.1: Personnel Matters**; for the purpose of an employee performance review. Tom Copenhaver seconded the motion.

The motion PASSED by the following vote:

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

NAYS: None

ABSTAINERS: None

ABSENT Christin Long

Coming out of Closed Session, Patton Graham read the following as the certification as to what was discussed in Closed Session:

**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 2.2-3712 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 by roll call:

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

NAYS: None

ABSTAINERS: None

ABSENT: Christin Long

**OLD BUSINESS:**

1. Approval of FY 22-23 Budget A motion was made by Tom Copenhaver with a second by Patton Graham to accept the Budget.

The motion PASSED by the following vote:

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

NAYS: None ABSTAINERS: None

ABSENT: Christin Long

Approval of FY 22-23 Holiday Schedule. A motion was made by Tom Copenhaver with a second by Patton Graham to accept the Holiday Schedule

The motion PASSED by the following vote:

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

NAYS: None ABSTAINERS: None

ABSENT: Christin Long

1. HAL Membership vote for approval to join HAL.

A motion was made by Tom Copenhaver with a second by Patton Graham to accept the invitation to join the Holston Associated Libraries (HAL).

The motion PASSED by the following vote:

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

NAYS: None ABSTAINERS: None

ABSENT: Christin Long

**NEW BUSINESS:**

1. Collection Development Policy. New policy presented and discussed.

A motion was made by Tom Copenhaver with a second by Patton Graham to accept the Collection Development Policy.

The motion PASSED by the following vote:

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

NAYS: None ABSTAINERS: None

ABSENT: Christin Long

1. Patron Behavior Policy. New policy presented and discussed

A motion was made by Tom Copenhaver with a second by Patton Graham to accept the Patron Behavior Policy.

The motion PASSED by the following vote:

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

NAYS: None ABSTAINERS: Nellie Harmon

ABSENT: Christin Long

**LOCATION/TIME OF NEXT MEETING:**

Next meeting will be held on July 21, 2022, at 5:30 PM in Marion, at the Smyth County Public Library, Marion Branch, Marion, VA

**ADJOURNMENT:**

A motion was made by Nellie Harman, with a second from Tom Copenhaver to adjourn the meeting.

The motion PASSED by the following vote:

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

NAYS: None ABSTAINERS: None

ABSENT: Christin Long