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

**Thursday, January 19, 2022, at 5:30 P.M.,**

**Smyth County Public Library, Chilhowie Branch Library**

**Chilhowie, VA 24319**

 **CALL TO ORDER:**

The regular meeting of the Smyth County Library Board of Trustees was called to order on Thursday, January 19, 2022, at the Smyth County Public Library, Chilhowie Branch, Chilhowie, VA. Trustees present Margaret Linford, Patton Graham, Tom Copenhaver, Nellie Harman, Kaylan Bales and Donna Rupard-Greer. Library Director Rose Likins and staff members Tracy Reed, Helen Conley, Sheila Johnson, and Heather Carter were present. The meeting was called to order by Patton Graham at 5:30 p.m.

**WELCOME/INTRODUCTION:**

Margaret welcomed everyone including Lynn Pease with the Chilhowie Friends of the Library.

**AGENDA APPROVAL:**

Tom Copenhaver moved to accept the agenda with a correction to item 9A changing the Review of Audit Report from FY 21 to FY 22, with a second by Patton Graham.

The motion PASSED by the following vote:

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

NAYS: None ABSTAINERS: None

ABSENT: Christin Long

 **PUBLIC/GUEST REMARKS:**

Public and guest remarks from Lynn Pease with the Chilhowie Friends of the Library. Mr. Pease reported the Chilhowie Friends are in good shape. They are forming a volunteer group to set up scheduling of volunteers for Chilhowie Branch events. Heather Carter presented the Board with a report on the Chilhowie Branch. A**PPROVAL OF MINUTES:**

Tom Copenhaver moved to accept the minutes as given, with a second by Patton Graham.

The motion PASSED by the following vote:

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

NAYS: None ABSTAINERS: None

ABSENT: Christin Long

 **APPROVAL OF DISBURSEMENTS:**

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

A motion was made by Nellie Harman with a second by Tom Copenhaver to accept the November and December 2022 disbursements.

The motion PASSED by the following vote:

AYES: Margaret Linford, Nellie Harmon, Patton Graham, Tom Copenhaver, Kaylan Bales, 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.

**OLD BUSINESS:**

1. Reviewed FY 22-23 Audit Report Review
2. Updated report on ARC Grant Development. Moving forward with 3 bids.

 **NEW BUSINESS:**

1. Digital Literacy – the board reviewed the Digital Equity Act. It is possible Smyth County Library may be a pilot location in Virginia.
2. Marketing Committee was discussed, Kaylan Bales and Donna Rupard-Greer agreed to be on the committee.

**LOCATION/TIME OF NEXT MEETING:**

Next meeting will be held on February 16, 2022, at 5:30 PM in Saltville, at the Saltville Branch.

**ADJOURNMENT:**

A motion was made by Tom Copenhaver, with a second by Patton Graham to adjourn the meeting.

The motion PASSED by the following vote:

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

NAYS: None ABSTAINERS: None

ABSENT: Christin Long