

Wythe-Grayson Regional Library Board of Trustees  
Minutes of the January 19, 2017 Meeting  
Regular Meeting  
Held at  
Grayson County Public Library  
147 S. Independence Avenue, Independence VA 24348

*Trustees Present:*

Jackson Case, Chairman	John Fant
Mike Langford	Rose Lester
Sandra Venzie	Steven Willis

*Trustees Absent:*

Elizabeth McGee

*Staff Present:*

Mary R. Thomas, Director  
Anita Libby, Branch Manager Wythe County Public Library  
Janet Cox, Regional Services Supervisor

**Called to Order:**

Meeting called to order at 1:35 pm by Chairman Jackson Case

**Approval of Minutes:**

**Motion:** To approve the Minutes of 2016-11-16 with corrections moved by John Fant and seconded by Mike Langford. Motion: Approved

**Reports: Informational and Administrative:**

DIRECTOR'S REPORT

Board was updated on the following items:

- New copier contract
  - Each library will now have one color copier
  - Staff will have a smaller, purchased B&W copier
- New website is close to being finished
- Computers at Wi-Fi working better
  - 7 out of 10 computers working at this point.
  - Old computers needed to be stripped and reloaded.
- WGRL Foundation Computer & Technology grant.
  - Ordering in process

**Board Recommendation:** Come up with a technology replacement plan.

- Smart Beginnings of Southwest Virginia (funded by United Way of South-west Virginia)

- Anita Libby & Sara Dye are attending the Wythe/Bland Coalition
  - Partnership developing between the Wythe County Public Library and the Wythe County Schools.
    - Wythe County Schools offering to use some of their grant monies to purchase books for WCPL
- Mary Thomas and Rebecca Bennett are attending the Twin County Coalition.
- Working with Birth to Kindergarten on literacy and public services.
  - Other services can affect higher grades.
- Youth Services, Children's services and Branch services Accomplishments.
  - WCPL highlighted: DVD's transition to public area.
- Overview of customer satisfaction survey.

#### CIRCULATION REPORT

Please see the 2016-01-17 Circulation reports that cover November and December 2016

#### BRANCH ACTIVITIES REPORT

Please see the 2016-01-17 Branch Activity reports that cover November and December 2016

#### FINANCIAL REPORT

Please see the financial report dated January 19, 2017.

Previously discussed line items have been re-categorized/re-coded in personnel.

#### FOUNDATION REPORT

New list of offices has been submitted and a new Director's name submitted due to the resignation of a board member.

- Chairman: Judith Knutson
- Vice Chairman: Marie Kivett
- Treasurer: Ruth Ann Sawyer
- Secretary: Janet Cox
- Director (new): Lesley Boykin

**Motion:** To approve the new Director, Lesly Boykin and to approve the slate of officers for the WGRL Foundation Board of Directors made by Steve Willis and Seconded by Rose Lester. Motion: Approved.

By Laws Change request from WGRL Foundation - Article IV Officers; Section 5

**Motion:** To approve a change in the Foundation by laws to read: “Two signatures are required, that of the chairperson or vice-chairperson, and one other director, to sign checks, to make withdrawals or any transfers from the Foundation’s bank accounts.” made by John Fant and Seconded by Mike Langford. Motion: Approved.

## Old Business

### SURPLUS GUIDELINE:

**Motion:** To approve the surplus guide with recommended changes made by John Fant and Seconded by Rose Lester. Motion: Approved.

### LIBRARY USERS SURVEY

General survey results:

- Need to update facilities/ furniture.
- Need to review hours of service at the libraries.
- Need to market library programs and services.

**Board Recommendation:** Present the survey results as part of presentation to the Wythe & Grayson Board of Supervisors in February.

**Board Recommendation:** Look at both counties’ Comprehensive Plan

### WEBSITE UPDATE

Still under construction, anticipating the new website to be ready for public in the next four weeks.

### HOLIDAY CALENDAR

Reviewed the current library holiday and floating holiday calendar.

## New Business

### RESIGNATION OF BOARD MEMBER:

**Board Discussion:** Tabled the decision to accept Linda Boyer’s resignation to the Library Board of Trustees until next meeting.

### FY 2017-2018 WORKING BUDGET

Director is proposing a 2.9% increase in overall budget.

**Board Recommendation:** Look in to ways to give benefits to part-time employees.

**Board Request:** Present historical information on pay increases. Present county pay rates for various positions.

#### Collection Development

**Board Discussion:** Being approachable to community sponsorship for areas of collection.

#### SURVEY OF THE WIRED ROAD

Grayson County Libraries will be one place for the community to take the Wired Road Survey. Survey is coming soon.

#### INTRODUCTION OF NEW LIBRARY BOARD MEMBER

Sandra Venzie introduced herself.

#### Announcements

Next meeting is March 16, 2017 at 1:30 pm at the Rural Retreat Public Library.

#### Adjournment

Meeting was adjourned at 3:30 pm.

Read  
Learn  
Explore!

Minutes

Submitted by:

5/18/17



Mary R. Thomas, Director

Date:

5/18/17



Jackson Case, Chairman

Date: