

Bedford Public Library System
Board of Trustees meeting Minutes
Bedford Central Library
July 6, 2021

Board members present: Natalie Martin, Debbie Bahouth, Kathryn Lewis, Pamela Palmer

Staff present: Jenny Novalis, Library Director

Mrs. Martin called the meeting to order at 5:05pm.

Mrs. Martin asked for additions or changes to the agenda. Mrs. Martin asked for a motion to approve the agenda. Mrs. Bahouth motioned to approve the agenda, Mrs. Palmer seconded, all agreed.

Mrs. Martin asked for any changes to the minutes from the June meeting. There were no changes. Mrs. Bahouth motioned to approve the minutes as mailed, Mrs. Palmer seconded, all agreed.

No Public Comments

The Board welcomed Mrs. Lewis and Mrs. Palmer to the Library Board.

Mrs. Martin opened the floor for nominations for the position of Chairman. Mrs. Palmer nominated Debbie Bahouth, Mrs. Lewis seconded. There were no other nominations. All voted yes.

Mrs. Martin opened the floor for nominations for the position of Vice-Chairman. Mrs. Bahouth nominated Pamela Palmer, Mrs. Lewis seconded. There were no other nominations. All voted yes.

Mrs. Martin opened the floor for nomination for the position of Treasurer. Mrs. Bahouth nominated Hope Cupit, Mrs. Lewis seconded. There were no other nominations. All voted yes.

The Board discussed the upcoming FY22 public meeting schedule and decided to change the locations of the meetings so that they can see the other facilities and get the opportunity to hear from the community, from all over Bedford County. Mrs. Martin asked for a motion to approve the FY22 public meeting schedule. Mrs. Palmer motioned to approve the calendar, Mrs. Lewis seconded, all agreed. Mrs. Novalis noted the current rules for VA Code § 2.2-3708.2 'meetings held through electronic communication means' and distributed them for future reference.

The Board members introduced themselves to the new members and discussed the libraries in general.

Director's report:

Looking ahead to the state holidays in the rest of calendar year 2021, the staff have requested to add Saturday January 1, 2022 to the list of holiday closings and Thursday December 23, 2021. Mrs. Novalis presented the current policy and noted that the Library generally follows the state

holiday calendar, which only recognizes the 'observed' holiday date, and does not include any Saturdays. These would be in addition to the existing state holiday calendar days. Mrs. Bahouth noted that the weeks of Christmas and New Years are typically extremely slow periods for the library anyway. Mrs. Martin motioned to close the libraries on Saturday January 1, in addition to the Thursday Dec 23 holiday date. Mrs. Lewis seconded, all agreed. Mrs. Novalis thanked the Board and the staff will appreciate this action, as well.

Mrs. Novalis included a brief summer reading program update and several members of the Board noted they are happy with the program this summer. The Peaks and Pieces Annual Quilt show will be back at Central Library starting July 14 and Mrs. Lewis offered to take some flyers and help advertise the show. Mrs. Palmer discussed the VA Reader's Choice program.

The Library of Virginia has added a new state-wide subscription called Just for Kids. A free video streaming service that is now linked to the Library's website. The Board discussed some of the offerings in this service and noted that many of them are books that were made into TV series, such as Franklin & Berenstain Bears. It was also noted that this is a kid-safe, advertisement-free platform for all age groups, not just pre-schoolers, and has up to 5500 offerings, with new content added at no cost. Homework help is also included in the offerings. Mrs. Novalis stated that they include public performance rights, so the staff can use them in any or all of their programs. Mrs. Bahouth mentioned the schools may be interested in this too.

Mrs. Novalis discussed a new FCC program, similar to E-rate, but with more of an emphasis on need-based assistance. The attached flyer has all the information about this new program, including the differences/similarities with existing assistance programs offered by the FCC. The Board discussed what the ECF could be used for and Mrs. Novalis noted that the Library has had a long term goal of serving people in the Huddleston area better, since there is no library facility here. This grant might make that possible and she is working with Bedford County on a joint project to offer some library services at an underutilized recreation center in Huddleston. This could be the ideal spot to try for the unmanned, hold pickup locker system that was discussed at previous meetings. More details will be available later. The Board liked this idea and is looking forward to hearing more, as new developments occur.

A BPLS Trustees "shared folder" is now available to the members to refer to. It contains important documents like the last two audits, the strategic plan, the statistic spreadsheets from the past few years, the summer reading program stats, and so on. The Board reviewed the folder and the Mrs. Novalis also reviewed the end of May revenues and expense reports. A partial June financial report was also discussed.

The Library of VA has received its allotment of Federal ARPA funds through the IMLS and has decided to offer subgrants to all the VA public libraries. There are around 92 public libraries in VA and the standard state aid formula was applied to the grant total, which means the BPLS will be eligible for \$25,162.00 from this subgrant. Mrs. Novalis reviewed the sub grant program requirements and other details. A staff committee was formed to explore the best use of these funds and those projects were also discussed. Mrs. Novalis noted that it is a reimbursement grant and once the eligible services have been paid for & the sub grant funds disbursed back to the

BPLS; the Library of VA has said there are no further strings attached to these funds. There will be an MOU between the BPLS and the LVA that will require Library Board approval, but we are not there yet. More information will be coming. A brief discussion of additional projects ensued.

No Board Member Comments

No New Business

Mrs. Bahouth asked for a motion to adjourn. Mrs. Palmer motioned, Mrs. Martin seconded, all agreed. The meeting adjourned at 6:30pm.