

RPL
Library Board Meeting
Monday, 11/7/22 at 5 PM

Present: Bella Calfee, Wilson Rankin, Jenni Goodman, John Yamine, Betty Overdorf, Annyce Levy
Via Zoom: Claudia
Note taker: Elizabeth Sensabaugh

I. Old Business

The Board reviewed the meeting notes from August. Annyce made the motion to approve the minutes and John seconded the motion.

Wilson asked about the success of going fine free and if patron visits had increased as a result. More data and comparisons will need to be achieved to answer this question.

Wilson asked if the methods of advertising as suggested in the last Board meeting had been achieved but not all had. Suggestions included the following: the news blast at RCPS, highlighting with the Chamber of Commerce, giving flyers to businesses to hang, promoting fine free at little libraries, and Macaroni kids. RPL has used social media and the RPL website thus far to promote the fine free status.

II. New Business

The Lamplighter Book Sale was held 11/4 and 11/5/2022. Betty reported that \$1,100 was raised!

Annyce suggested that perhaps selling books by the bag would be well received at the book sales. Liaison to the Lamplighters, Betty Overdorff, can take this suggestion back to the Lamplighters for their consideration.

A patron survey is posted. Director Sensabaugh shared a handout of some of the kind words that have been shared in the public survey which was initiated for patron feedback on 10/21/22. Both digital and paper versions are available. The Board was encouraged to individually complete the survey. Data from the survey may provide direction in the Strategic Plan and considerations for program planning, collection development and more. (see attachment "Kind Words")

Regarding the survey, Annyce commented that many classes are offered at the Recreation Center and that promoting the available offerings in the City may help the library avoid duplication of efforts.

Wilson asked about RPL offering a poetry slam. Bellla suggested a partnership with Dr. Cauffman, the RCPS intermediate and high school librarian to accomplish this.

Sensabaugh updated the Board on the training of staff on the new community room policy and procedure. Significant changes include a reservation limitation of the current month and the next month rather than 90 days in advance.

Space is limited for one-on-one meetings when a request for privacy is made for tutoring or interviewing, etc. The room formerly used as the passport room is in progress as a staff training room with equipment included for training and webinars. Staff needed a space in order to accomplish evaluations and training, and the staff work room does not offer this possibility.

Director Sensabaugh described equipment/furniture that can be purchased to create space for one-on-one meetings. The Jesse Peterman Library in Floyd offers a duo Zenbooth. <https://zenbooth.net/products/zenbooth-duo> The price for this is \$8,995.00 + \$890 for assembly. Wilson asked that the link to this information be shared.

III. Staffing

RPL submitted a grant for 'Rural Health Partner Mobilization with VA State Office of Rural Health. The grant was submitted on 8/7/22 and sought \$20,450.00 for a refrigerator for the public, funding for fresh foods, library training and financial support for a facility dog. Related goals include improving food security, providing stress relief and mental health support for the staff and other training as related to Covid for staff. This grant was awarded to RPL but the Memorandum of Agreement (MOA) has not yet been received.

The LVA ARPA grant has been completed successfully with all funds of \$21,129 spent and approved and successfully balanced/reimbursed in the City budget line.

IV. Programming

The Tree Lighting Ceremony is in progress for planning for 2023. The date will be Tuesday, 12/6/22. The schedule and hours of business for that day are still being determined. Sensabaugh asked if Board members would like to be involved in the event in some way, such as handing out bells for keepsakes. Teen liaison Bella voiced enthusiasm in attending and helping as needed.

The City Parade will be 12/8/22 and the theme is *Jingle All the Way*.

Board member Wilson asked if teen visitation/participation at the library had decreased. The numbers are improving since the decline of teen presence during Covid but have not returned to 2019/pre-Covid numbers. During that time, the library was daily feeding teens using the funding from Southwest Virginia Feeding America. Bella commented that at the high school, teens are being pushed to join sports teams and/or participate in academic clubs. There are more offerings after school.

V. Budget

The library is on track with the FY23 budget and is currently in month five of the fiscal year. The previously mentioned grant -VA SORH Rural Health Partner Mobilization – will award \$20,450 to RPL to be spent by 5/2023.

VI. Miscellaneous

RPL is working with Collection HQ to review and evaluate collection materials for a variety of information including publication date, number of circulations, date since last circulation, etc. Dated nonfiction materials are currently being culled. Wilson asked where the books go when they are removed from the collection. The library has an account with Better World Books (BWB). Books are sold through this account and generated revenue is given to Lamplighters via a check from BWB.

Claudia suggested that the Lamplighters check that their Amazon Smile account is still established as her personal Amazon account no longer has Lamplighters available as a recipient.

Wilson made a motion to end the meeting. John seconded the motion.