

# Russell County Public Library Board of Trustees Regular Meeting

October 15, 2024 5pm  
Honaker Community Library

**Members Present:** Kim Fife, Karen Davis, Ann Monk, Judy Ashbrook, Sharon Sargent, Susan Breeding

**Members Absent:** Sherry Lyttle, Sharon Van Dyke, Bob Breimann

## 1. Call to Order

Chair, Karen Davis called the meeting to order at 5.32pm.

## 2. Approval of Agenda

Motion to approve Agenda by Susan Breeding, seconded by Ann Monk. Motion Passed.

## 3. Approval of Minutes

Motion to approve September Minutes by Kim Fife, seconded by Judy Ashbrook. Motion Passed.

## 4. Communications

Citizens Comments: Friends of the Honaker Community Library were glad to host the Board for this month's meeting.

## 5. Financial Report

Motion to approve Bills by Judy Ashbrook, seconded by Sharon Sargent. Motion Passed

## 6. Staff Reports:

### a. Programs

i. Haunting on Main (Lebanon) and Trunk or Treat (Honaker) October 31<sup>st</sup>. The Board is asked to come hand out candy.

1. Judy Ashbrook made a motion to close the Lebanon Library at 4pm for Haunting on Main, seconded by Sharon Sargent. Motion passed.

ii. All Ages Storytime in Lebanon – November 12<sup>th</sup> at 6pm with guest reader Lt. Snead with the Lebanon Police Department.

### b. Services

i. Free printing, copying, and faxing ending October 31<sup>st</sup>

### c. Director

i. Speaking with LVA about a RCPL website redesign

ii. Accepting applications for part-time positions

iii. Presentation to the Board of Supervisor at their October meeting was well received

iv. RCPL closed September 27<sup>th</sup> to October 1<sup>st</sup> due to Hurricane Helene.

1. Judy Ashbrook made a motion to pay part-time staff their scheduled time, despite Hurricane closures, seconded by Sharon Sargent. Motion passed.

7. **Remarks/ Reports of Trustees:** We are continuing to hear good things about the library.

8. **Unfinished Business:** Update on Repair List, backdoor in Lebanon replaced.

9. **Tabled Business:** Friends of the Library, Policies until 2025

10. **New Business:**

- a. Motion to approve the submitted RCPL Library of Virginia budget with known errors by Kim Fife, seconded Susan Breeding seconded. Motion passed.
- b. Board Communications, letters, and updates

On a motion by Karen Davis, seconded by Susan Breeding at 6pm the Board went into closed session pursuant to the Code of Virginia, 1950, as amended, Section 2.2-3711(A)(29) concerning personnel matters involving demotion, discipline, or resignation of a specific employee(s).

The roll call was as follows:

Karen Davis	Aye
Susan Breeding	Aye
Kim Fife	Aye
Ann Monk	Aye
Judy Ashbrook	Aye
Sharon Sargent	Aye

On a motion by Susan Breeding, seconded by Sharon Sargent, the meeting reconvened in open session at 6:15pm.

The roll call was as follow:

Karen Davis	Aye
Susan Breeding	Aye
Kim Fife	Aye
Ann Monk	Aye
Judy Ashbrook	Aye
Sharon Sargent	Aye

Susan Breeding moved that the Russell County Public Library Board certify that, in its' closed session; nothing was discussed except the matter(s) (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provision of the Virginia Freedom of Information Act cited in the motion.

The certification was as follows:

Karen Davis	Aye
Susan Breeding	Aye
Kim Fife	Aye
Ann Monk	Aye
Judy Ashbrook	Aye
Sharon Sargent	Aye

**11. Review & Summary**

**12. Next Meeting Date:** November 19<sup>th</sup>, 2024 Lebanon Library

**13. Adjournment:** Motion to adjourn the meeting at 6:18pm by Kim Fife, seconded by Susan Breeding. Motion Passed

**Respectfully submitted by:**

Pamela Stone