**Minutes of Regular Meeting of the Vinton Public Library Board**

**Wednesday, April 9th, 2025, 5:00 p.m.**

**Vinton Public Library – Virginia Holsten Board Room**

The meeting was called to order by Board Chair Jimmy Kelly at 5:01 p.m.

Roll Call was taken.

Roll Call was answered by Dave Gates, Whitney Bowen, Ann Harrison, Jimmy Kelly (Board Chair), Julie Piper, Matt Walston. Library Director Kelly Henkle was also in attendance. Michele Lash, Jen Kreutner (Secretary), and Matt Wilden were absent.

Motion to approve agenda by D. Gates. 2nd by W. Bowen. Motion passed 6-0.

Motion by M. Walston to approve consent agenda. 2nd by J. Piper. Motion carried 6-0.

There were no public comments.

Friends of the Library Report was given by the new board liaison, Jordan Carter. The next meeting of the Friends will be Thursday, April 24th at 6:00 p.m.

Board Continuing Education: Director Henkle explained that the bills related to library services did not pass Funnel Week. The federally funded Institute of Museum and Library Services (IMLS) has had their staff placed on Administrative Leave, and as a state we received $2 million dollars for libraries in FY 2024. Funds received help support IA Shares, specifically the delivery service which allows us to not have to pay into the state for this service. It also supports Bridges which is how we access Libby. We end up paying about $2K for this annually but the hosting fees are all provided by the state based on funds from IMLS and this includes assistance in hosting our website. As of right now there are no changes to the services we receive as a result of this change but we will wait and see how the information funnels down to us. There is action from the American Library Association (ALA) to counteract steps taken toward IMLS and this may allow the issue to resolve itself but what it breaks down to is we will wait and see but could see some changes in the services we get as well as the cost of those services.

Old Business

* Plumbing Clean-Out- in November the board voted to approve funds to install a plumbing clean-out. When installing the new mobile shelving units a metal disc was discovered that ended up being a plumbing clean-out. Recommendation from Director Henkle is to use the current one and cancel the approved work to be done. A. Harrison moved to cancel plumbing order for a clean-out and use the newly found, existing clean-out, located in the children’s library. 2nd from W. Bowen. Motion passed 6-0.

New Business:

* Director Henkle presented the FY25 Budget Amendment. $15K in surplus and suggestions include cleaning the carpets, increasing travel for conferences, small shelving unit in YA area. Motion by J. Piper to approve budget amendment. 2nd by D. Gates. Motion passed 6-0. Amended budget will be sent to City Clerk and funds will be used by end of June.
* The board reviewed the Directors Evaluation. This is required for accreditation, and it is up to the board to determine the content and questions asked. Motion by D. Gates to approve evaluation and move forward with sending to the board both a digital and hard copy. 2nd by A. Harrison. Motion passed 6-0.
* Children’s Summer Reading Program Staffing- this would be hours previously approved for Library Assistants, up to 10 hours a week. Not circulation tasks and primarily June, July, and half of August. Anyone currently working on staff would be considered and would list and post for external candidates as well. Kellie will be in charge of and supervise this position that will assist in summer programming and support. Motion by M. Walston to approve moving forward with posting and hiring a budget neutral children’s summer reading program assistant. 2nd by D. Gates. Motion passed 6-0.
* Policy Review- VPL Home Delivery Policy. This has been helpful and we are seeing people use it. Happens a lot when Connie reads at the Lutheran Home and it was suggested that we publicize this service in our newsletter and on website. Motion by W. Bowen to mark the policy as reviewed and approved with no edits or amendments. 2nd by J. Piper. Motion passed 6-0.

Director K. Henkle gave the Director’s Report. Around this time 5 years ago everything shut down due to COVID. We are currently seeing strong circulation in physical, renewals, and in promoting Librista which allows physical renewals at home. Patron engagement- the April Love Libraries Reading Challenge which allowed users to track their data on the app and via paper copy. Annual survey has just 70 responses and hope to get it up to around 100. Community Outreach- this week was Library Appreciation Week- went to the hospital cafeteria and opened up library cards, did a drawing for a mug, had an event this morning at Brickside, and have outreach scheduled tomorrow at Wine Bar. Building and Infrastructure- New help with Technology- an in-house tech was hired at iVinton that allows us to get same services at a lower rate. Street department helped with some tree trimming on branch that was in the way of the flag so that should help long term. Scheduled the exterior and interior painting with Corsco. Staff development- staff appreciation. May is Mental Health Awareness month. Will chalk the town green to promote mental health awareness. Working with Kellie to finalize summer reading program.

Motion to adjourn the meeting at 5:50 by W. Bowen. 2nd by D. Gates. Motion carried 6-0. Meeting adjourned.

Jimmy Kelly

Board Chair