

APPALACHIAN REGIONAL LIBRARY BOARD
Board Meeting Minutes: July 17, 2025 at 1 pm at Ashe County Public Library

In attendance: Doug Butler, Jan Noffsinger, Kyle Hall, Karen Moll, Patty Swartzbaugh, Margaret Love, Mary Stolberg, Natalie Harkey (virtual), Jennifer Chatham, Arnold Lakey, Brenda Adams Dobbins, Camilla Lovett-Day (virtual)

Absent: n/a

Staff: Tammy Holston, Laura McPherson (virtual), Jacob Weinick, Monica Caruso, Suzanne Manners

Guests: n/a

- I. Call to order
 - A. Time: 1:04 pm.
- II. Additions, deletions, and approval of agenda
 - A. Discussion: Amendment made to add March closed session minutes May closed session minutes, and July special called meeting closed session minutes for approval.
 - B. Motion to approve: Patty Swartzbaugh
 - C. Second: Karen Moll
 - D. All approved
- III. Approval of May 2025 ARL Board minutes
 - A. Discussion: One addition.
 - B. Motion to approve: Jan Noffsinger
 - C. Second: Jennifer Chatham
 - D. All approved
- IV. Correspondence and communications
 - A. None
- V. Reports
 - A. County Librarians (see reports)
 - B. Regional Director (see report)
- VI. Unfinished Business
 - A. Discuss IMLS Funding Resolution
 1. Discussion: Resolution drafted by Mary Stolberg and provided to board members for review. Congress will consider the renewal of the mandated role of IMLS in their September session. Discussion about the value of sending mail to congress people both locally and not, including adding a cover letter and attaching the resolution. Board will send to US Representatives and Senators.
 - B. Approve 2025-2026 Regional Board Officers
 1. Discussion: Jennifer Chatham, Chair (Wilkes), Margaret Love, Vice Chair (Watauga), and Jan Noffsinger, Secretary (Ashe)
 2. Motion to approve: Karen Moll
 3. Second: Mary Stolberg
 4. All approved
- VII. New business
 - A. None.
- VIII. Reports of Standing Committees
 - A. Budget and Finance (see reports for details).
 1. Approve Final FY 24/25 Budget Adjustments for June 30, 2025

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- a) Discussion: Kilby has worked on surplussing old equipment. Got rid of 1999 microfiche reader, several monitors and computers, old 3M self-check device from 2011. Board chair signed off on final versions on June 30. State Aid had no changes. No changes to LSTA or ARPA or Digital Champion Grant budgets. Auditors will be here Tues. July 29 and Wed. July 30.
- b) Motion to approve: Kyle Hall
- c) Second: Patty Swartzbaugh
- d) All approved

2. Approve Updated FY 25/26 Budget Adjustments

- a) Discussion: Changes to local and state aid budgets were presented as well as new budgets for LSTA grants. We won't know about any changes to State Aid for the new fiscal year until probably October or November (when the state legislature approves their budget). Question about vacation and sick time regarding the 36-hr employees at Wilkes: Will Tammy change their leave accruals? She believes there is no precedent for that and Laura affirmed. Leave accruals will remain the same.
- b) Motion to approve: Patty Swartzbaugh
- c) Second: Arnold Lakey
- d) All approved

3. Approve Proposed Reduction of Wilkes County Public Library hours of operation due to county budget cuts

- a) Discussion: Cut 5 hours weekly from the library's operating hours: Monday-Thursday, close one hour earlier (9 am-6 pm) and Friday-Saturday, close half an hour earlier (9 am-4:30 pm). Cut 4 hours a week for FTEs, cut 2 hours a week for PTEs, adjust one librarian's salary instead of her hours so she doesn't lose her benefits (she is 30 hours a week). Wilkes is sending a PSA next week. Salary and schedule changes take effect on July 24.
- b) Motion to approve: Jan Noffsinger
- c) Second: Karen Moll
- d) All approved

B. Governance: No updates

C. Personnel: No updates

D. Search Committee:

1. Closed session: Director of Libraries Search Committee Discussion

- a) Motion to enter closed session: Arnold Lakey
- b) Second: Jennifer Chatham
- c) All approved

IX. Return to Open Session

A. Approve March 2025 Closed Session Minutes

- 1. Discussion: n/a
- 2. Motion to approve: Jennifer Chatham

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3. Second: Patty Swartzbaugh
4. All approved
- B. Approve July 2025 Special Called Meeting Closed Session Minutes
 1. Discussion: n/a
 2. Motion to approve: Kyle Hall
 3. Second: Mary Stolberg
 4. All approved
- C. Approve May 2025 Closed Session Minutes
 1. Discussion: n/a
 2. Motion to approve: Kyle Hall
 3. Second: Jan Noffsinger
 4. All approved
- D. Approve any new motions discussed in closed session (if needed)
 1. Motion to approve: Karen Moll
 2. Second: Arnold Lakey
 3. All approved
- X. Adjournment
 - A. Motion to adjourn: Karen Moll
 - B. Second: Patty Swartzbaugh
 - C. All approved
 - D. Time: 3:46 pm

***§ 143-318.11.(a)(6)** To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.