

Regular meeting  
Bedford Public Library System Board of Trustees  
Minutes for May 2, 2023  
Forest Library Meeting Room

Members present: Debra Bahouth, Natalie Martin, Randy Cox, Pamela Palmer, Kathryn Lewis

Members not present: Hope Cupit and Anna Stevens

Staff present: Jenny Novalis, Library Director; Lauren Harper, Forest Library Manager

Mrs. Bahouth called the meeting to order at 5:05pm. Mrs. Bahouth asked for a motion to approve the agenda, Mrs. Lewis motioned to approve the agenda, Mr. Cox seconded, all agreed. The members read the minutes from the last meeting and Mrs. Bahouth asked for a motion to approve the minutes from the March meeting. Mrs. Martin motioned to approve the minutes, Mrs. Palmer seconded, all agreed.

No public comments.

Lauren Harper discussed some recent programs and activities that were held at the Forest Library, as well as some property improvements.

The draft FY24 operating budget was presented and discussed. Increases in projected expenses were noted for personnel services, contractual services and library programming expenses. Decreases in projected expenses were noted for tuition reimbursements and property & improvement services. The last items, supplies, continuous charges and library materials are not projected to see significant increases or decreases from what was budgeted in FY23. However, it was noted that because the BPLS only uses state revenue to purchase books, DVDs and databases, the library materials expenditures may change if Virginia passes any budget amendments. A brief discussion ensued and Mrs. Novalis noted Bedford County is anticipated to adopt a final budget at their May 22, 2023 meeting.

Two members' terms are expiring on the Bedford Public Library System Foundation Board of Directors, Ryan Kirkpatrick and Andy Crawford. Both members are eligible for reappointment. Mrs. Bahouth asked for a motion to reappoint Ryan Kirkpatrick to the BPLS Foundation Board. Mrs. Martin motioned, Mrs. Lewis seconded, all agreed. Mrs. Bahouth asked for a motion to reappoint Andy Crawford to the BPLS Foundation Board. Mr. Cox motioned, Mrs. Martin seconded, all agreed. Mrs. Palmer motioned to appoint Nicole Sheppard to the vacant seat on the BPLS Foundation Board, Mrs. Lewis seconded, all agreed.

Mrs. Novalis presented some minor policy revisions from the buildings and grounds categories, the bulletin board policy and the free handout of materials policy. And a

new policy was introduced, a 3D printer policy. The Library hopes to start offering 3D printer services to the public in July. The Board discussed the policy changes and made suggestions for the 3D printer policy.

Mrs. Harper presented a report and preview of the Library's annual summer reading program suite of activities. Mrs. Novalis presented the current fund account and operating budget financial statements.

**Board Member Comments:**

Mrs. Lewis addressed the Board, stating she has enjoyed her time as a Trustee but because she no longer resides in Bedford County, she is tendering her resignation. She will continue to support the library in other ways though. The members thanked her for her years on the Board and wished her well.

Mrs. Martin motioned to adjourn the meeting, Mrs. Palmer seconded, all agreed.

The meeting adjourned at 6:15pm