



## Board of Trustees Meeting 17 July 2018 Minutes

**Trustees Attending:** Chair Susan Schneibel, Cathy Hammon, Bryan Steverson, Susan Williams, Mike Crabtree, Meredith Goins, Andy Sneed, Logan Hill

**Staff Attending:** K.C. Williams-BCPL Director, Anjanae Brueland, Kathleen Christy, Ari Baker, Jennifer Spirko, Kathy Harmon

**Visitors:** Angela Quick – Foundation for the Blount County Public Library; Dick Burgess, Sherry Crisp, Marcy Delozier - Friends of the Blount County Public Library; Liz Schrek - Ocoee River Regional Library

**Call to Order:** Chair Susan Schneibel called the Blount County Public Library Board to order on 17 July 2018 at 5:30 pm.

**Approval of Minutes:** Cathy Hammon made a motion to approve the June 2018 BOT meeting minutes. Susan Williams seconded the motion. The motion carried.

Susan Schneibel introduced new trustees Logan Hill and Andy Sneed.

The Code of Ethics and Conflict of Interest policies were distributed to the board members for their signatures.

### **Report of Blount County Public Library Director by K.C. Williams:**

- The July 2018 Board Meeting Packet, which includes the Strategic Directions report and the Financial Report, was distributed by email prior to the board meeting.
- Susan Schneibel commended K.C. and the library staff for the work they put into the Strategic Directions.
- K.C. discussed the Cafe revenues, savings on electricity through the use of LED lighting, progress on the renovation of the meeting rooms, and upcoming grant opportunities. K.C. called attention to the work of the library PR department.
- K.C. reported CONTENTdm will be in use beginning next month.
- K.C. discussed the Financial Report and answered questions from the board.

## Board of Trustees Meeting 17 July 2018 Minutes

### Report of Foundation Board, Angela Quick

- Angela Quick reported the Foundation board discussed the 9 June Board Retreat and the capital project proposal at their meeting Wednesday, 11 July.
- Cathy Hammon mentioned the next board retreat to discuss the capital project will be Saturday, 11 August, 2018 at the Learning Lab.

### Report of Friends of the Library, Dick Burgess

- Dick Burgess mentioned the June book sale brought in more revenues than the sale in June 2017.
- The Friends are beginning to implement the new business plan.
- Dick mentioned the new Friends board members.
- The Friends will begin tracking volunteer hours.
- The eBay section of the book sale is growing incrementally.

### Report of Ocoee River Regional Library, Liz Schreck or representative

- Liz Schreck distributed the Ocoee River Regional Library Report and READS 2018-19 Circulation/Download Statistics and discussed upcoming training opportunities.
- Liz mentioned the upcoming training *Conducting Successful Sensory Storytimes* and *Adulting: YA Programming in Your Library*, conducted by Chelsea Tarwater and Nikki Denton, Blount County Public Library staff, will take place here at BCPL on Thursday, 16 August, 9:30 am - 3:30 pm.
- Liz talked about the New Trustee Certification Program.
- Chair Susan Schneibel signed the Official Service Area Population document for 2018-19.

### Old Business

- There was no old business to discuss.

### New Business

- K.C. discussed the FOIA records request from The Daily Times. The Blount County Human Resources Dept. has responded to the request. K.C. answered questions from the board.
- Anjanae discussed the details of the proposed Centennial Library Logo Competition and answered questions from the board.

Andy Sneed made a motion to approve the Centennial Library Logo Competition. Susan Williams seconded the motion. The motion carried.

## Board of Trustees Meeting 17 July 2018 Minutes

- Cathy Hammon discussed a request for an event to bring together county commissioners and city council members, and the board of trustees to introduce them to the library. Ideas for the event were discussed.

Susan Schneibel made a motion to approve the event for county commissioners, city council members, hosted by the board of trustees, to introduce them to the library. Cathy Hammon seconded the motion. The motion carried.

Susan Schneibel suggested the need to form a committee to plan the event. Susan and K.C. will discuss the details and give a report at the next board meeting.

- Bryan Steverson suggested board members attend county commission/city council meetings as part of the trustees advocacy.
- Susan Schneibel suggested development of a master plan for board advocacy. Susan will form a committee and report back to the board.

### Funding Requests:

- K.C. presented the following Friends funding requests:
  - Friends Annual Funding Request 2018-19 - \$70,000.00

Meredith Goins applauded library staff for their ability to bring together library events for the entire year.

- K.C. presented the following Friends Request for Special Funding:
  - Benches for Reading Rotunda - \$39,513.60

Cathy Hammon made a motion to approve the submitted funding requests for the Friends. Andy Sneed seconded the motion. The motion carried.

- K.C. presented the following Foundation funding requests:
  - There were no Foundation funding requests for July 2018.

### Important Dates

#### Other Library Meetings

Blount County Commission Meeting - 19 July 2018, 7:00 pm – BC Courthouse

Blount County Friends of the Library – 24 July 2018, 4:00 pm – KP Boardroom

Library Board of Trustees/Foundation Retreat - 11 August 2018, 9:00 am - Learning Lab @BCPL

**Board of Trustees Meeting  
17 July 2018 Minutes**

**Motion to Adjourn:**

Bryan Steverson made a motion to adjourn the meeting. Logan Hill seconded the motion. The motion carried.

Next Library Board Meeting – 21 August 2018, 5:30 pm, Kathy Pagles Boardroom

Respectfully submitted,  
Kathy Harmon