



**Board of Trustees Meeting
15 October 2019 Minutes**

Trustees Attending: Chair Susan Schneibel, Susan Williams, Cathy Hammon, Jesus Ortega-Valenzuela, Logan Hill, Andy Simon, Stephanie Thompson, Tom Stinnett

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

Visitors: Dick Burgess - Friends of the Blount County Public Library; Liz Schreck - Ocoee River Regional Library

Guests: Rob Spirko, Ash McDaniel, Kathleen Skinner

Call to Order: Chair Susan Schneibel called the Blount County Public Library Board to order on 15 October 2019 at 5:31 pm.

Public Comment: Ash McDaniel mentioned it was unclear why the board needed to vote at the last meeting to ask the county Finance Director to release funds that had already been approved. Susan S. responded the board thought a way to impress the need was to formally request the funds be released.

Susan Schneibel reported the funds have been released and the positions have been posted.

Correction to Minutes: *Tom Stinnett requested the Public Records Policy for Blount County Government be added to the BCPL Board of Trustees Training Handbook was added to page 3 of the 17 September minutes.*

Approval of Minutes: Andy Simon made a motion to approve the 17 September meeting minutes as amended. Susan Williams seconded the motion. The motion carried.

Report of Board of Trustees Chair by Dr. Susan Schneibel:

- Susan requested, under Old Business, the job descriptions packet be voted on as one motion.

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

- The October 2019 Board Meeting Packet, which includes the Quarterly Strategic Directions Report, the Financial Report, and the 2019-20 Library Use Statistics was distributed by email prior to the board meeting.
- K.C. mentioned the front flower bed Serve Week Project by Coulter Grove and Montgomery Ridge Intermediate Schools has been completed. Library staff members K.C., Cynthia Spitler, Kathy Thompson, and Kathy Flaherty helped the students with the project. The Friends of the Library provided funds to purchase the plants, pea gravel, and supplies.

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- K.C. discussed the Strategic Directions and answered questions from the board. The current Strategic Directions will close in December 2019. The next round will come to the board in the coming months to review before being asked to approve.
- K.C. answered questions regarding the Financial Report.
- K.C. reported the library received the 2020 Library Services and Technology Act (LSTA) Grant.
- K.C. showed the plaque that will be installed by the Cormac McCarthy mosaic.

Report of Foundation Board, Angela Quick

- Angela Quick was unable to attend. Angela reported by email there is no new Foundation business.

Report of Friends of the Library, Dick Burgess

- Dick Burgess reported the Friends are focused on revamping the process of their program.
- There will be a pop-up book sale at the Cormac McCarthy Literary Festival on November 1.

Report of Ocoee River Regional Library, Liz Schreck or representative

- The READS FY 2019-20 Data Statistics were distributed by email prior to the meeting.
- Liz Schreck distributed the Ocoee River Regional Library October 2019 Report and discussed the upcoming training opportunities.
- Liz mentioned the annual documents deadline is 31 October.

Old Business

Cathy Hammon made a motion to approve all the job descriptions. Susan Williams seconded the motion. The motion carried.

Tom Stinnett voiced concerns about the hiring process. Logan Hill, along with Cathy Hammon and Jesus Ortega-Valenzuela, requested a copy of the Organizational Chart with the names and/or the number of staff in each position. After a short discussion, the Board agreed to amend the chart to include the number of staff in each position.

- KC distributed 100th Birthday Celebration invitations to the trustees.
- K.C. reported on the last minute plans for the celebration:
 - Two apple trees will be planted near the mosaic in commemoration of Cormac McCarthy. The apple trees were started from heirloom seeds which will benefit our Seed Library Program and provide a direct tie-in to our Southern Appalachian Studies Program.
 - Kathleen Christy, Cynthia Spitler, and Kathy Thompson are the planning committee for the celebration.
 - Legacy Interviews have begun.

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- EpicNine is working on the Library video.
- A Library Gift Basket has been prepared and will be given to the first baby born at Blount Memorial Hospital on 24 October 2019.

New Business

- K.C. reported repair of the water pressure regulator has been scheduled for Friday evening, 25 October.
- K.C. discussed the Draft 2020 Holiday Schedule and answered questions from the board.

Logan Hill made a motion to approve the 2020 Holiday Schedule. Andy Simon seconded the motion. The motion carried.

Funding Requests:

- K.C. presented the following Friends request:
 - There were no Friends funding requests for October 2019.
- K.C. presented the following Foundation funding requests:
 - There were no Foundation funding requests for October 2019.

Important Dates

Other Library Meetings

Blount County Commission Meeting - 21 November 2019, 7:00 pm – BC Courthouse
Blount County Friends of the Library – 22 October 2019, 4:00 pm – KP Boardroom
Foundation for the Blount County Library - 1 November 2019, 8:00 am - KP Boardroom
Maryville City Council - 5 November 2019, 7:00 pm - Maryville Municipal Building
Alcoa Board of Commissioners - 12 November 2019, 7:00 pm - Alcoa Municipal Building

Motion to Adjourn:

Jesus Ortega-Valenzuela made a motion to adjourn the meeting. Susan Williams seconded the motion. The motion carried.

Next Library Board Meeting – 19 November 2019, 5:30 pm - Kathy Pagles Boardroom

Respectfully submitted,
Kathy Harmon