



Board of Trustees Meeting 21 April 2020 Minutes

In accordance with the Governor's Executive Order No. 16 regarding limiting gathering to prevent the further spread of COVID-19 and allowing public meetings to be conducted by electronic meetings, the April 2020 Blount County Public Library Board of Trustees meeting was held electronically via Zoom, hosted by Library Director K.C. Williams.

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, Anjanae Brueland, Kathy Thompson, Kathleen Christy, Cynthia Spitler, Ari Baker, Jennifer Spirko

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

Guests: Judith Belew, Carrie Godfrey, Brennan LeQuire, Sheila Pennycuff, Melinda Rust - Blount County Public Library Staff

Call to Order: Chair Susan Schneibel called the Blount County Public Library Board to order on 21 April 2020 at 5:32 pm.

Approval of Minutes: Cathy Hammon made a motion to approve the 25 February meeting minutes with the correction made to the date on the header on pages 2 and 3. Jesus Ortega-Valenzuela seconded the motion. The motion carried.

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

- Susan S. mentioned the City of Maryville is willing to help the library financially. How the city will help has yet to be determined.

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

- The April 2020 Board Meeting Packet, which includes the Library Director's Report, the Financial Report, and the BCPL Quarantine Report & Statistics was distributed by email prior to the board meeting.
- K.C. discussed the Library Director's report, the Quarantine Statistics, the online services now being offered, and answered questions from the board.
- After a request from several board members, K.C. will provide back-end data on the quarantine statistics to the board.

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- K.C. commended the library staff and administrative team for their efforts in the continually changing circumstances surrounding the closure of the library due to the COVID-19 pandemic.
- K.C. gave kudos to Anjanae and the library's PR team for their work on the library's website and social media outlets keeping the public informed.

Report of Foundation Board, Angela Quick

- The Blount County Library Foundation Report for March 2020 was distributed by email prior to the meeting.
- Angela Quick reported the Foundation approved the Security Camera System proposal.
- K.C. mentioned the county released a purchase order and the equipment for the camera system is being ordered.
- Susan S. asked Angela to extend the Trustees' thanks to the Foundation Board members.

Report of Friends of the Library, Dick Burgess

- Dick Burgess reported most of the Friends operations have been dormant due to the pandemic.
- The eBay team is still working. There have been over \$7,000.00 in sales so far in April.
- The Friends are entertaining bids to change over the library's current lighting to LED lighting.
- A date for the next book sale has yet to be determined.
- Susan S. and K.C. voiced their appreciation for the Friends eBay team and their willingness to continue working during this time.

K.C. mentioned library PC Specialist Judith Belew is using the library's 3D printers to print headbands to help Maryville College with their project building face shields for Blount Memorial Hospital staff.

Report of Ocoee River Regional Library, Liz Schreck or representative

- The Ocoee River Regional Library April 2020 Report and the READS FY 2019-20 Data Statistics were distributed by email prior to the meeting.
- Liz discussed the Regional Library's response to the COVID-19 pandemic and the cancelation of upcoming regional training and conferences.
- Liz reported on the Regional Library's support to area libraries and commended those libraries for their ability to provide essential services to their communities.

Old Business

- Old Business topics were discussed by K.C. in the Library Director's Report.
- K.C. shared the (Revised)Financial Report on-screen during the meeting. Anjanae discussed the changes made to the Financial Report just before the meeting and answered questions from the board.

New Business

- K.C. discussed the Coronavirus Responses and projected re-opening timeline.
- K.C. shared the BCPL Plan for Re-Opening to the Public document on-screen during the meeting outlining Priorities, Health and Safety Recommendations, and Actions.
- After a detailed discussion, K.C. answered questions from the board.
- K.C. asked the board for a Special Called Meeting to present a plan to re-open the library.

Susan Schneibel made a motion to extend the library closure to the public to 15 May 2020. Andy Simon seconded the motion. The motion carried.

Tom Stinnett mentioned he sent a message to the state asking for the governor to specifically mention libraries in the state's re-opening guidelines.

Funding Requests:

- K.C. presented the following Friends request:
 - There were no Friends funding requests for April 2020.
- K.C. presented the following Foundation funding requests:
 - There were no Foundation funding requests for April 2020.

Important Dates

Other Library Meetings

Blount County Commission Meeting - TBD, 7:00 pm – BC Courthouse
Blount County Friends of the Library – TBD, 4:00 pm – KP Boardroom
Foundation for the Blount County Library - TBD, 8:00 am - KP Boardroom
Maryville City Council - TBD, 7:00 pm - Maryville Municipal Building
Alcoa Board of Commissioners - TBD, 7:00 pm - Alcoa Municipal Building

Next Library Board Meeting – 19 May 2020, 5:30 pm - Kathy Pagles Boardroom

Respectfully submitted,
Kathy Harmon