



Board of Trustees Meeting 16 June 2020 Minutes

In accordance with the Governor's Executive Order No. 34 regarding limiting gathering to prevent the further spread of COVID-19 and allowing public meetings to be conducted by electronic meetings, the 16 June 2020 Blount County Public Library Board of Trustees Meeting was held in-person and electronically via Zoom.

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, Ari Baker, Kathleen Christy, Jennifer Spirko, Cynthia Spitler, Brennan LeQuire, Melinda Rust

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

Guests: Lisa Misosky-Friends of the Blount County Public Library; Andrew Jones - The Daily Times; Rob Spirko; Tyler Demski

Call to Order: Chair Susan Schneibel called the Blount County Public Library Board to order on 16 June 2020 at 5:32 pm.

Approval of Minutes: Stephanie Thompson made a motion to approve the 7 May Special Called meeting minutes. Andy Simon seconded the motion. The motion carried.

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

- Susan S. had nothing to report at this time.

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

- The June 2020 Board Meeting Packet, which includes the Library Director's Report, Financial Report, and the Phase Two Plan for ReOpening Library Services was distributed by email prior to the board meeting.
- K.C. presented a demonstration of an online reader's advisory using Prezi, an online presentation software, that is in development.
- K.C. distributed the BCPL Operational Needs Analysis 2021 and answered questions by the board regarding the operational issues and opportunities outlined in the analysis.
- K.C. discussed the Director's Report and the Financial Report.

Report of Foundation Board, Angela Quick

- Angela Quick reported on the June Foundation Board meeting.
 - The Foundation received donations in memory of Mary Crowell Walker and Eileen Mary Kelly.
 - K.C. shared ideas for building an outdoor pavilion in memory of Mary Crowell Walker.
 - K.C. and Brian Munyan with Daikin Applied presented details of a proposed LED lighting retrofit project and installation of Global Plasma Solutions AHU IAQ ionization units on the HVAC system in the main library building.

Report of Friends of the Library, Dick Burgess

- Dick Burgess introduced President-Elect Bruce Robertson.
- Dick discussed the decision by the Friends board to create an annual fund that the library will be able to access to fund programs. The Friends will no longer receive the individual funding requests approved by the library board of trustees; however, the approved requests will be sent to the Friends for record-keeping purposes. Dick responded to questions from the board.
- The Friends are working on options for the next book sale.

Report of Ocoee River Regional Library, Liz Schreck or representative

- The Ocoee River Regional Library June 2020 Report and READS FY 2019-20 Data Statistics were distributed by email prior to the meeting.
- Liz Schreck discussed the June ORRL Report.
 - Liz mentioned the Trustee Certification Program is always available online.
 - Liz discussed the COVID-19 regional impact and libguide page for helpful resources.
 - Liz mentioned two grants that are currently available - the CARES Act Funding Grant and the 2021 LSTA Tech Grant.
 - The Public Library Service Agreement FY 2020-21 was distributed with the June board packet and presented to the board chair for signature.
 - Liz discussed the READS statistics and answered questions from the board.

Old Business

- K.C. included updates to the Strategic Directions 2017-19 Status Report and Strategic Directions 2020-22 in the Library Director's Report discussed at the beginning of the meeting.

New Business

- Logan Hill presented nominations for officers to serve on the board of trustees during the 2020-21 term. The nominations are Andy Simon, Chair; Cathy Hammon, Vice-Chair.

Logan made a motion to formally close the nominations and formally nominate Andy Simon for Board Chair. Stephanie Thompson seconded the motion. The motion carried.

Jesus Ortega-Valenzuela made a motion to nominate Cathy Hammon for Vice-Chair. Susan Williams seconded the motion. The motion carried.

- K.C. discussed Phase Two Plan for ReOpening Library Services and answered questions from the board.

Cathy Hammon made a motion to approve the Phase Two Plan as put forward by the library director. Andy Simon seconded the motion. The motion carried.

Funding Requests:

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

K.C. distributed a Business Plan for a BCFOL Artisanal Market to be held on the grounds of the library. Dick and K.C. answered questions by the board.

Logan Hill made a motion to approve the Business Plan for the BCFOL Artisanal Market. Andy Simon seconded the motion. The motion carried.

- K.C. presented the following Foundation funding requests:
 - LED Lighting Retrofit Project - \$57,650.00
 - GPS Bipolar Ionization Units - \$25,503.13

K.C. discussed the requests. K.C. and Angela answered questions by the board.

Susan Schneibel made a motion to approve both requests with the provision to pull the Ionization Unit request if, upon further research done before the 10 July 2020 Foundation board meeting, the products are shown not to work. Cathy Hammon seconded the motion. The motion carried.

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Important Dates

Other Library Meetings

Blount County Commission Meeting – 18 June 2020, 7:00 pm – BC Courthouse via Zoom

Blount County Friends of the Library – TBD 2020, 4:00 pm – KP Boardroom

Foundation for the Blount County Library - 10 July 2020, 8:00 am - KP Boardroom

Maryville City Council - 7 July 2020, 7:00 pm - Maryville Municipal Building

Alcoa Board of Commissioners - 14 July 2020, 7:00 pm - Alcoa Municipal Bldg-Closed to Public

Motion to Adjourn:

Susan Schneibel made a motion to adjourn the meeting. Stephanie Thompson seconded the motion. The motion carried.

Next Library Board Meeting – 21 July 2020, 5:30 pm - Sharon Lawson Room

Respectfully submitted,
Kathy Harmon