



Board of Trustees Meeting 17 November 2020 Minutes

In accordance with the Governor's Executive Order No. 16 regarding limiting gatherings to prevent the further spread of COVID-19 and allowing public meetings to be conducted by electronic meetings, Executive Order No. 60 extending remote meetings with the provision that remote meetings occurring on or after 1 October 2020 be recorded, and Executive Order No. 65 extending the provisions of Executive Order No. 60 to December 27, 2020, the 17 November 2020 Blount County Public Library Board of Trustees Meeting was held electronically via Zoom and recorded.

Trustees Attending: Chair Andy Simon, Cathy Hammon, Lauren Emert, Logan Hill, Jesus Ortega-Valenzuela, Dawn Reagan, Susan Schneibel, Susan Williams

Trustees Unable to Attend: Stephanie Thompson

Staff Attending: K.C. Williams - BCPL Director, Kathy Harmon, Anjanae Brueland, Kathleen Christy, Ari Baker, Brennan LeQuire, Melinda Rust, Judith Belew

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

Guests: Andrew Jones - The Daily Times; Katherine Rawson; Rob Spirko

Call to Order: Chair Andy Simon called the Blount County Public Library Board to order on 17 November 2020 at 5:30 pm.

Approval of Minutes: Cathy Hammon made a motion to approve the 20 October Meeting minutes with correction. Logan Hill seconded the motion. The motion carried.

Report of Board of Trustees Chair by Andy Simon:

- Andy mentioned he met with a representative of the Maryville Utility Board to discuss the replacement of the library's electric meter. The new meter will give the library the ability to see power usage in 15-minute increments.
- Andy met with Susan Braden of the Blackberry Farms Foundation to discuss future library projects.
- Andy talked to John Wilbanks, Foothills Land Conservancy, about holding meetings in the library.
- Andy encouraged the trustees and library staff to promote the library as a meeting space.
- Andy spoke with Joe Huff, Executive Director of the Maryville Parks and Recreation Commission, about the Blount County Sports Hall of Fame and the desire for more promotion of the Hall of Fame, and the connection to the library.
- Andy commended the library staff and facilities crew for their work during Early Voting.
- Andy mentioned that, beginning in January 2021, K.C. will read the Director's Report at Board of Trustees meetings for the benefit of the meeting recordings.

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

- The November 2020 Board Meeting Packet, which includes the Library Director's Report, the Financial Report, and the 2020-21 Library Use Statistics was distributed by email prior to the board meeting.
- K.C. mentioned Kanopy streaming service is now available to library patrons.
- K.C. discussed the virtual library events happening during the month of November.
- The nine additional security cameras have been installed.
- K.C. reported the Facilities team has trimmed the landscaping around the building.
- M3 Technology is scheduled to install the video/audio equipment in the Dorothy Herron room this week.
- K.C. discussed the need for a board retreat to discuss the 2021 budget adjustment.
- Jesus Ortega-Valenzuela voiced his appreciation for the online learning opportunities offered by the library that were mentioned in Notable Outputs.
- K.C. gave kudos to the Facilities team for their hard work over the past year.
- K.C. answered questions regarding the Financial Report.

Report of Foundation Board, Angela Quick

- Angela Quick was unable to attend.
- K.C. stated there was no formal Foundation report.

Report of Friends of the Library, Bruce Robertson

- Bruce Robertson gave an update on the Friends.
 - Book donations continue to be strong. They are receiving over 4,000 books per week.
 - The Friends now have three main sales areas:
 - eBay has generated over \$8,000 for the second month in a row, \$1,000-\$2,000 per month from paperback books.
 - Basement sales are now once a month on the second Saturday of each month. November sales totaled \$2,300.
 - Community Market sales ended for the year in October. There will be a Holiday Market on Saturday, November 21.
 - The Friends volunteers are meeting bi-weekly.
 - Bruce meets on a weekly basis with Anjanae Brueland.
 - Bruce reported that the Friends are on track to make their annual budget, mostly due to eBay sales.

Report of Ocoee River Regional Library, Liz Schreck

- The Ocoee River Regional Library November 2020 Report, the READS FY 2020-21 Data Statistics, and the State of Tennessee Executive Order by the Governor No. 65 were distributed by email prior to the meeting.

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- o Liz discussed upcoming virtual training opportunities.
- o Liz mentioned the Annual Standards Survey Analysis Report will be distributed in the spring.
- o CARES Act Funding Grant for Libraries funds have been distributed.
- o The state's temporary allowance for electronic meetings has been extended to 27 December 2020 with additional requirements to provide live access as well as a recording for meetings on or after 1 October.
- o All public libraries across the state will be able to take advantage of School Readiness Training due to a grant received by the State of TN from IMLS and the Bay Area Children's Museum.
- o The 2020-21 Maintenance of Effort Agreement has been completed.
- o Liz discussed the READS statistics.

Old Business

- Andy discussed the Pavilion Project Proposal budget included in the November Board Meeting Packet and answered questions from the board.
- Andy discussed the Holiday/Library Closure Schedule 2021 and called for a vote.

Cathy Hammon made a motion to approve the Holiday/Library Closure Schedule 2021. Logan Hill seconded the motion. The motion carried.

New Business

- Andy suggested there be no December board meeting. Hearing no objections, the 15 December 2020 Board of Trustees meeting was canceled.
- There will be a Budget Workshop on 9 January 2021, 9:00 am - 12:00 pm at the Learning Lab in person and via Zoom.
- K.C. reported the Friends would like to install a bathroom in the basement.
- Bruce explained the need for the bathroom/handwashing station and answered questions from the board.

Funding Requests:

- K.C. presented the following Friends request:
 - o There were no Friends Funding Requests for November 2020.
- K.C. presented the following Foundation funding requests:
 - o There were no Foundation Funding Requests for November 2020.

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Important Dates

Other Library Meetings

Blount County Commission Meeting – 19 November 2020, 7:00 pm – BC Courthouse via Zoom

Blount County Friends of the Library – 24 November 2020, 4:00 pm – KP Boardroom

Foundation for the Blount County Library - TBD 2021, 8:00 am - via Zoom

Maryville City Council - 1 December 2020, 7:00 pm - Maryville Municipal Building

Alcoa Board of Commissioners - 8 December 2020, 7:00 pm - Alcoa Municipal Building-Virtual
& Closed to the Public

Motion to Adjourn:

Jesus Ortega-Valenzuela made a motion to adjourn the meeting. Dawn Reagan seconded the motion.
The motion carried.

Budget Workshop - 9 January 2021, 9:00 am - Learning Lab and via Zoom

Next Library Board Meeting – 19 January 2021, 5:30 pm - Sharon Lawson Room and via Zoom

Respectfully submitted,
Kathy Harmon