



Board of Trustees Meeting 17 May 2022 Minutes

Trustees Attending: Andy Simon, Stephanie Thompson, Logan Hill, Jesus Ortega-Valenzuela, Susan Williams, Suzette Donovan, Timothy Moore

Staff Attending: Manny Leite - BCPL Director, Anjanae Brueland, Anna Gombert, Kathleen Christy, Chelsea Tarwater, Brennan Lequire, Chelsea Mathenia, Judith Belew

Visitors: Bruce Robertson - Friends of the Blount County Public Library, Angela Quick - Foundation, Liz Schreck - Ocoee River Regional Library, Ashley Depew - The Daily Times, Dee Barham - President Elect of the BCFOL

Call to Order: Chair Andy Simon called the Blount County Public Library Board to order on 17 May 2022 at 5:32 pm.

Approval of Minutes: Stephanie Thompson made a motion to approve the 19 April 2022 Meeting minutes. Tim Moore seconded the motion. The motion carried.

Manny shared a clip from WUOT's Health Connections piece on libraries and health that included a mention of the Blount County Public Library.

Report of Summer Reading, Chelsea Tarwater

- Youth Services Coordinator, Chelsea Tarwater, gave a presentation on this year's Summer Reading program.

Report of Board of Trustees Chair by Andy Simon:

- Andy did not have a report.

Report of Blount County Public Library Director by Manny Leite:

- The May 2022 Board Meeting Packet, which includes the Library Director's Report and the Financial Report, was distributed by email prior to the board meeting.
- Manny shared department updates, such as the Youth Services Coordinator being involved with the Youth Education Task Force through the Blount County Chamber of Commerce, Adult Services helping out with the Adult Education Foundation spelling bee and the Master Gardeners' plant sale, and the cafe has implemented a self-serve coffee station and a new display case.
- Manny shared that the library will have a celebration on Saturday 21 May 2022 to commemorate 20 years in the building. The celebration will include a meet and greet with Manny, a flute concert, cupcakes from the cafe, and displays spanning the last 20 years.

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- At the last count, 155,000 items have been encoded. Baker and Taylor, the library's book vendor, has confirmed that all new items will already be tagged when they arrive.
- The library had a successful fire drill.

Report of Foundation Board, Angela Quick

- Angela Quick reported on the The Foundation for the Blount County Public Library's April and May meetings.
 - The Foundation thinks they can fund the Book Return room redesign and automation project without fundraising. Any following projects will likely involve capital fundraising.
 - The Foundation is working on ideas for donor events.
 - The Foundation is working to update their website.

Report of Friends of the Library, Bruce Robertson

- Bruce Robertson gave an update on the Friends.
 - 23 May will be the Friends volunteer appreciation lunch. 24 May will be the Friends monthly board meeting.
 - The next quarterly sale will be 2, 3, and 4 June.
 - The Annual Friends Member Meeting will be on. At the meeting the members will vote on the Friends board for the upcoming year.
 - The proposed Friends board is Dee Barham as President and Jennifer Spirko as Vice President.
- The proposed Friends budget from the Library was distributed at the meeting. It is the largest amount that has ever been asked from the Friends. The board asked questions about the larger line items.
 - The Technology line item for \$30,000 would cover replacing the digital signage throughout the library and the LSTA grant to update staff and catalog computers.
- The Friends' total budget for Fiscal Year '23 is \$95,000 requested by the library and \$30,00 for Friends' overhead costs.

Jesus Ortega-Valenzuela made a motion to accept the proposed budget. Stephanie Thompson seconded the motion. The motion carried.

Report of Ocoee River Regional Library, Liz Schreck

- The Ocoee River Regional Library May 2022 Report, and the READS FY 2021-22 Data Statistics were distributed by email prior to the meeting.
- Liz Schreck shared updates from the Regional Library.
 - Two BCPL staff members have completed the Core Competency training.
 - The next Library Director Roundtable will be 16 June 2022 and will focus on data collection.
 - The ARPA Grant invoice deadline is 30 June 2022.

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- o The Annual Library Service Agreement is due 30 June 2022.

Old Business

- Manny thanked all involved with committees. Administration will create an action plan based on the discussion in the Public Relations, Finance, and Library Services Committee meetings to be presented to the board at the June or July meeting. The action plan will then be presented every 6 months with updates on actions taken.
- The marble amphitheater committee is still being scheduled.
- Manny shared that 2 additional part-time staff members can be hired.
- Manny proposed the following hours for the library to expand back to a full 69.5 hours of operation: Monday through Thursday 8:00 a.m. - 9:00 p.m., Friday 8:00 a.m. - 5:00 p.m., and Saturday 8:00 a.m. - 4:30 p.m.
- The hours of operation before covid closures were Monday through Thursday 9:00 a.m. - 9:00 p.m., Friday and Saturday 9:00 a.m. - 5:30 p.m., and Sunday 1:00 p.m. - 5:30 p.m.
- County maintenance will be able to clean the building on Saturdays and Monday mornings.
- The board proposed starting with the proposed 69.5 hours schedule but revisiting it in several months once visitor data can be collected and reviewed.

Susan Williams made a motion to accept the proposed hours of operation, Monday through Thursday 8:00 a.m. - 9:00 p.m., Friday 8:00 a.m. - 5:00 p.m., and Saturday 8:00 a.m. - 4:30 p.m., to be implemented on 1 July 2022 and revisited after six months. Suzette Donovan seconded the motion. The motion carried.

- Manny asked that the June board meeting be rescheduled to 14 June 2022.

New Business

Funding Requests:

- Manny presented the following Friends requests:
 - o The proposed 2023 Friends Budget was presented during the report from Bruce Robertson.
- Manny presented the following Foundation funding requests:
 - o There were no Foundation Funding Requests for May 2022.

Adult Services Coordinator Kathleen Christy issued a challenge to all the library board members to participate in this year's summer reading program.

Important Dates

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Other Library Meetings

Blount County Commission Meeting – 19 May 2022, 7:00 pm – BC Courthouse
Blount County Friends of the Library – 24 May 2022, 4:00 pm – BCPL
Foundation for the Blount County Public Library - 10 June 2022, 8:30 am – BCPL
Maryville City Council - 7 June 2022, 7:00 pm – Maryville Municipal Bldg
Alcoa Board of Commissioners - 14 June 2022, 7:00 pm – Alcoa Municipal Bldg

Motion to Adjourn:

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

The next Library Board Meeting will be held on 14 June 2022, at 5:30 pm, in the Dorothy Herron Room.

Respectfully submitted,

Anna Gombert