



Board of Trustees Meeting Corrected 19 July 2022 Minutes

Trustees Attending: Andy Simon, Logan Hill, Dawn Reagan, Susan Williams, Timothy Moore

Staff Attending: Manny Leite - BCPL Director, Anjanae Brueland, Anna Gombert, Cynthia Spitler, Kathleen Christy, Kathy Thompson

Visitors: Angela Quick - Foundation, Liz Schreck - Ocoee River Regional Library, Dee Barham - Friends of the Blount County Public Library, Ashley Depew - The Daily Times, Forrest Erickson -

Call to Order: Chair Andy Simon called the Blount County Public Library Board to order on 19 July 2022 at 5:30 pm.

Approval of Minutes: Logan Hill made a motion to approve the 14 June 2022 Meeting minutes. Tim Moore seconded the motion. The motion carried.

Public Comment: Forrest Erickson spoke on behalf of the Heritage planetarium and asked the library board to consider the Library Telescope project, where telescopes are available for checkout in public libraries and volunteers from local astronomical societies teach patrons how to use the telescopes.

Circulation Processes Presentation by Patron Services Manager, Cynthia Spitler:

- Cynthia gave a presentation about recent procedure changes to the circulation of library materials.
 - There is a new self checkout station and a self check in station which work with the tagged and encoded materials.
 - There are new gates at the front and back doors that work with the RFID technology.
 - There are also circ pads which staff can use to check in/checkout tagged and encoded materials.
 - Some services are returning to their pre-covid procedure. Reserve limits have been changed back to three items on hold for 3 days. If an item was checked out when reserved, it is pulled upon check-in and placed behind the checkout desk. If an item was in the building when reserved, it remains on the shelf but cannot be checked out by another patron.
 - There were 506 new cards made in June.

Report of Board of Trustees Chair by Andy Simon:

- Andy reported that the new Library Board member and the reappointment of two current library board members will be voted on at the 21 July 2022 County Commission meeting.

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- Andy, Manny, and Anna will meet with Commissioner French and some interested people about the Heritage High School planetarium on 20 July 2022. The Blount County School Board has turned the planetarium equipment over to the Blount County Commission.
 - Forrest Erickson, a member of Friends of the Heritage High School Planetarium, shared what he knows about the planetariums equipment.

Report of Blount County Public Library Director by Manny Leite:

- The July 2022 Board Meeting Packet, which includes the Library Director's Report and the Financial Report, was distributed by email prior to the board meeting.
- Tennessee Secretary of State, Tre Hargett, will visit the Blount County Public Library at 8 am, Wednesday, 26 July 2022, to present a check for \$20,000 for the TOPS Grant.
 - The TOPS Grant funds computer classes and training opportunities for the public.
- Manny shared department updates.
- A pre-bid meeting was held at the library on 15 July 2022 for the roof project. Four contractors attended. There will be another pre-bid meeting on 20 July 2022.
- Library generated revenues exceeded the estimated amount for the 2021-22 fiscal year, but the library did not reach the expected spend of the MOU.

Report of Foundation Board, Angela Quick

- Angela Quick attended virtually by Zoom and gave a report on The Foundation for the Blount County Public Library.
 - The Foundation did not meet in July and therefore did not have a formal report.
 - The Foundation continues to work with the Library PR team on the website and project stories.

Report of Friends of the Library, Dee Barham

- Dee Barham gave an update on the Friends.
 - Dee will be meeting with all Friends board members to discuss expectations.
 - The Friends are creating binders of procedures and "How Tos" for each Friends' responsibility.
 - Diane Rocco was asked by the state to create eBay sales training videos.
 - The Friends now have an eBay mentor since surpassing \$100,000 in sales.
 - There will be a pop-up book sale for teachers on Thursday 21 July 2022 from 12 p.m.-7 p.m.
 - The Friends will be participating in the upcoming Tomato Jam program and will be giving out free children's books.

Report of Ocoee River Regional Library, Liz Schreck

- The Ocoee River Regional Library July 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.

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- o Five more BCPL staff members have completed the Core Competencies training.
- o Liz shared the 2022-2023 Regional training schedule and training guidelines.
- o The new State Librarian and Archivist James Ritter is starting in late July 2022.
- o The Title VI survey is due 29 July 2022.

Old Business

- There was no old business to discuss.

New Business

- The BOT member appointments will be voted on at the 21 July 2022 Blount County Commissioner meeting and will come before the library board at the August meeting. No action was taken.
- The current and proposed Library Collection, Use and Weeding Policies were presented to the board to be voted on at the August board meeting. No action was taken.

Funding Requests:

- Manny presented the following Friends requests:
 - o There were no Friends Funding Requests for July 2022.
- Manny presented the following Foundation funding requests:
 - o There were no Foundation Funding Requests for July 2022.

Important Dates

Other Library Meetings

Blount County Commission Meeting – 16 June 2022, 7:00 pm – BC Courthouse
Blount County Friends of the Library – 28 June 2022, 4:00 pm – BCPL
Foundation for the Blount County Public Library - 8 July 2022, 8:30 am – BCPL
Maryville City Council - 5 July 2022, 7:00 pm – Maryville Municipal Bldg
Alcoa Board of Commissioners - 12 July 2022, 7:00 pm – Alcoa Municipal Bldg

Motion to Adjourn:

Dawn Reagan made a motion to adjourn the meeting. Susan Williams seconded the motion. The motion carried.

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The next Library Board Meeting will be held on 16 August 2022, at 5:30 pm, in the Dorothy Herron Room.

Respectfully submitted,

Anna Gombert