



Board of Trustees Meeting 20 September 2022 Minutes

Trustees Attending: Andy Simon, Stephanie Thompson, Logan Hill, Dawn Reagan, Susan Williams, Shawn Graham

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

Visitors: Liz Schreck - Ocoee River Regional Library, Dee Barham - Friends of the Blount County Public Library, Mariah Franklin - The Daily Times, Dick Burgess

Call to Order: Chair Andy Simon called the Blount County Public Library Board to order on 20 September 2022 at 5:32 pm.

Approval of Minutes: Stephanie Thompson made a motion to approve the 19 July 2022 Meeting minutes with corrections. Dawn Reagan seconded the motion. The motion carried.

Report of Board of Trustees Chair by Andy Simon:

- Andy discussed a request from the UT Agricultural extension office for a stove top to be added in the Library's staff lounge in order to have classes here. The Library will not be pursuing the project due to the additions needed to get a stove top up to code.
- Andy reported on further meetings about the planetarium. The project has been put on hold after learning the equipment is probably not usable.

Report of Blount County Public Library Director by Manny Leite:

- The September 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 highlighted updates from Youth Services. Storytimes are doing extremely well, kids love the self checkout machine, and maintenance created a book return in the Children's department. There will be a Fall Festival on 22 October 2022, and events later in 2022 will include a Santa visit and Noon Year's Eve.
- Manny informed the board that Education Services Assistant, Diane Benson conducted a research skills class for homeschool high school students, and is looking to foster relationships with high schools and junior high schools to teach research skills and highlight library resources.
- Hot Summer Nights was successful, with around 300 people attending each show. Next year there will be five Thursdays in August.
 - Manny shared that there will be a concert series in the Spring and around the holidays.
- 533 library cards were made in August. Manny answered questions about library cards, including that a photo ID and a proof of residence dated within 30 days are required to obtain a card.

Board of Trustees Meeting 20 September 2022 Minutes

- The County is conducting a compensation study, and library staff are participating by filling out a questionnaire.
- Manny would like to reach out to Townsend, Walland, and Friendsville for library outreach, including possibly applying for a Blackberry Farm grant to get library materials further distributed in the county.
- The county passed the funding for the library's roof project on Thursday, 15 September 2022. Escola roofing was awarded the bid.

Report of Foundation Board, Angela Quick

- Angela Quick was unable to attend.
 - Andy spoke about the 2018 project program, a proposal detailing what should be changed in the library, which was listed under New Business. Manny would like to revise or remake this plan.
 - Manny will read the project program and bring pertinent information and suggestions to the board after his review.
 - Copies of the finalized project program are available for the board to review.
 - The revisiting of the 2018 Project Plan was moved to the next meeting.
 - The fundraising needs for the library's lower level plan were discussed by the Foundation Board, Andy, and Manny at the September Foundation meeting.
 - The Foundation will write a letter and request for donations this fall.

Report of Friends of the Library, Dee Barham

- Dee Barham gave an update on the Friends.
 - The quarterly sale was the second weekend in September and was one of the Friends' best sales.
 - The Friends gave a tour of their operation to a group from the Friends of Lexington Library during the sale.
 - Friday, 23 September 2022, the Friends of Nashville Library are coming for a tour and tutorial in eBay sales.
 - Dee and Diane are attending the Annual Friends of the Library Meeting in Nashville. Diane will be speaking about eBay.
 - Before the most recent sale, a bookstore closed and donated everything to the Friends. The volunteers are making their way through the donations and will be making paperback lots.

Report of Ocoee River Regional Library, Liz Schreck

- The Ocoee River Regional Library September 2022 Report, and the READS FY 2022-23 Data Statistics were distributed by email prior to the meeting.
- Liz Schreck shared updates from the Regional Library.
 - Additional training sessions were added to the Region's calendar.
 - 18 October 2022 is the Annual Trustee Workshop.

Board of Trustees Meeting 20 September 2022 Minutes

- The Annual Summer Reading Conference is on 10 November 2022.
 - The Annual Public Library Survey is due 30 September 2022.
 - The analysis report for the standards survey was distributed at the meeting. The standards survey is an in-house evaluation tool, for long range planning, budget requests, etc.
 - The Region had its first quarterly meetings with all library board chairs.
- The rescheduling of the October board meeting was discussed before Old Business.
 - The board discussed canceling or rescheduling the October board meeting since it falls on the same day as the annual trustee workshop.

Stephanie Thompson made a motion to cancel the 18 October 2022 board meeting. Susan Williams seconded the motion. The motion carried.

Old Business

- Kathleen Christy, Adult Services Coordinator, answered questions from the board about the proposed Blount County Public Library Local History and Genealogy Collection Development and Weeding Materials Policy.

Logan Hill made a motion to accept the Blount County Public Library Local History and Genealogy Collection Development and Weeding Materials Policy as proposed. Stephanie Thompson seconded the motion. The motion carried.

New Business

- Manny, Anjanae, and Anna answered questions from the board about the 2023 Building Closure Schedule based on public feedback on closures.
- The board suggested removing Saturday 2 September 2023, Friday 22 December 2023, and Friday 29 December 2023 from the closures schedule.
- The board asked Anna to talk to County HR about options. No action was taken and discussion was moved to the next board meeting.
- Manny asked the board to close the library on Friday 18 November 2022 for a staff development day, covering communication training, hoopla training, etc.

Stephanie Thompson made a motion to close the library on Friday, 18 November 2022 for a staff development day. Susan Williams seconded the motion. The motion carried.

Funding Requests:

**Board of Trustees Meeting
20 September 2022 Minutes**

- Many presented the following Friends requests:
 - Songs of the Highwaymen with Matt York - \$200.00
 - Holly Jolly Jubilee with the Warmans - \$400.00
 - Fall Festival - \$1215.00

Susan Williams made a motion to approve the Friends Funding request of \$200.00 for Songs of the Highwaymen with Matt York, the Friends Funding request of \$400.00 for the Holly Jolly Jubilee with the Warmans, and the Friends Funding request of \$1215.00 for the Fall Festival. Logan Hill seconded the motion. The motion carried.

- Many presented the following Foundation funding requests:
 - There were no Foundation Funding Requests for September 2022.

Important Dates

Other Library Meetings

Blount County Commission Meeting – 20 October 2022, 7:00 pm – BC Courthouse
Blount County Friends of the Library – 27 September 2022, 4:00 pm – BCPL
Foundation for the Blount County Public Library - 14 October 2022, 8:30 am – BCPL
Maryville City Council - 4 October 2022, 7:00 pm – Maryville Municipal Bldg
Alcoa Board of Commissioners - 11 October 2022, 7:00 pm – Alcoa Municipal Bldg

Motion to Adjourn:

Shawn Graham made a motion to adjourn the meeting. Susan Williams seconded the motion. The motion carried.

The next Library Board Meeting will be held on 15 November 2022, at 5:30 pm, in the Dorothy Herron Room.

Respectfully submitted,

Anna Gombert