



Board of Trustees Meeting 15 November 2022 Minutes

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

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

Visitors: Liz Schreck - Ocoee River Regional Library, Angela Quick - Foundation of the Blount County Public Library, Mariah Franklin - The Daily Times, Bruce Robertson

Call to Order: Chair Andy Simon called the Blount County Public Library Board to order on 15 November 2022 at 5:32 pm.

Approval of Minutes: Stephanie Thompson made a motion to approve the 20 September 2022 Meeting minutes. Tim Moore seconded the motion. The motion carried.

Report of Board of Trustees Chair by Andy Simon:

- Stephanie, Dawn, Logan, and Andy attended the Annual Trustee Workshop in Crossville on 18 October 2022.
- Andy gave a shout out to Logan and Project Hope.

Report of Blount County Public Library Director by Manny Leite:

- The November 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 reported on the Youth Services events in October as well as upcoming events, such as a stuffed animal sleepover, a Santa visit, and Noon Year's Eve.
- Manny reported that the Local Author Day had 52 local authors and is being considered as an annual event.
- The library will participate in this year's Christmas parade, with the planning done by the Christmas Committee made up of Cynthia Spitler, Kathleen Christy, and Chelsea Mathenia.
- The library has joined TikTok.
- Friday, 18 November 2022 is staff development day.
- The roof project is scheduled to begin Monday, 28 November 2022. There are no expected disruptions to library service.

Report of Foundation Board, Angela Quick

- Angela Quick distributed the Foundation report at the meeting and gave an update on the Foundation.

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- o The Foundation board met on 11 November 2022 to prepare for next year
- o The board confirmed members for the 2023 – 2025 term. Chad Hampton will serve a second term, and Angela will be rolling off the board at the end of the year.
- o Officers were elected for 2023: Chad Hampton, President; Eliza Conatser, Secretary; Grant Daugherty, Treasurer; Bill Pope, development; Jane Groff, communications.
- o The board approved a new development plan and approved signing an annual MOU agreement with Library and Friends for small purchases. When a Foundation grant is approved, the amount will be deposited into a line item in the Friends account in order to use Foundation funds for small purchases requiring a credit card.

Report of Ocoee River Regional Library, Liz Schreck

- The Ocoee River Regional Library November 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.
 - o The Annual Trustee Workshop was on 18 October 2022.
 - o Liz shared upcoming training opportunities, including the next Director Roundtable on 6 December 2022.
 - o The 2023 LSTA Tech Grant award letters have been distributed.

Report of Friends of the Library, Dee Barham

- Dee Barham was unable to attend. Bruce Robertson gave a report on the Friends.
 - o The Friends formed a new sales committee, which will oversee all of the basement sales, mini basement sales, and eBay sales.
 - o The Friends are trying a new series of mini basement sales that last for 4 hours. Different groups will get a discount at each sale.
 - o The next quarterly sale is 1-3 December 2022.
 - o There were \$9,700 in eBay sales in October.
 - o The Library hosted a Friends volunteer appreciation lunch in early November.
 - o A committee was created to discuss the writer-in-residence program.
 - o Diane Rocco gave an online sales presentation at the state FOL meeting.
 - o The Friends received recognition from Rep. Bob Ramsey.

Old Business

- An updated 2023 Building Closure Schedule was included in the November board packet.

Logan Hill made a motion to accept the updated Building Closure Schedule 2023. Stephanie Thompson seconded the motion. The motion carried.

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- Manny discussed the 2018 Project Plan. He would like to revisit the plan after collecting input from Blount Countians. In 2023 Manny would like to start going out areas in the county to hear from people about what they want to see from the library. No action was taken.
- The BCPL Sustainability Plan was put on pause at the 6 May 2021 meeting. Manny asked the board to vote to not move forward with the plan.

Stephanie Thompson made a motion to not move forward with the 2021 Sustainability Plan. Tim Moore seconded the motion. The motion carried.

New Business

- Manny shared the proposed BCPL Emergency Plan, which is being reviewed by Tim Tipton, Risk Manager, and Don Stallions, Director of General Services. Stephanie asked that on page 15, “Air Dying” be amended to “Air Drying.” No action was taken.
- Andy asked the board to consider canceling the December meeting.

Dawn Reagan made a motion to cancel the December 2022 BOT meeting. Lauren Emert seconded the motion. The motion carried.

Funding Requests:

- Manny presented the following Friends Funding Requests:
 - Friends Wishlist - \$27,732.99
 - The wishlist was approved by the Friends. Manny and Anajane answered questions about items on the wishlist.

Dawn Reagan made a motion to approve the Friends Wishlist. Shawn Graham seconded the motion. The motion carried.

- Manny presented the following Foundation funding requests:
 - There were no Foundation Funding Requests for November 2022.
- Manny’s one year review will be in January. Andy has contacted Blount County HR to clarify the process.

Important Dates

Other Library Meetings

Blount County Commission Meeting – 17 November 2022, 7:00 pm – BC Courthouse
Blount County Friends of the Library – 22 November 2022, 4:00 pm – BCPL
Foundation for the Blount County Public Library - 9 December 2022, 8:30 am – BCPL

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Maryville City Council - 6 December 2022, 7:00 pm – Maryville Municipal Bldg

Alcoa Board of Commissioners - 13 December 2022, 7:00 pm – Alcoa Municipal Bldg

Motion to Adjourn:

Lauren Emert made a motion to adjourn the meeting. Susan Williams seconded the motion. The motion carried.

The next Library Board Meeting will be held on 17 January 2023, at 5:30 pm, in the Dorothy Herron Room.

Respectfully submitted,

Anna Gombert