



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

Staff Attending: Manny Leite - BCPL Director, Anjanae Brueland, Summer Dale, Chelsea Mathenia, Kathleen Christy, Chelsea Tarwater, Cynthia Spitler

Visitors: Chad Hampton - Foundation of the Blount County Public Library, Bruce Robertson - Friends of the Blount County Public Library, Liz Schrek - Ocoee River Regional Library, Mariah Franklin - The Daily Times

Call to Order: Andy Simon called the Blount County Public Library Board to order on 16 May 2023 at 5:31 pm.

Approval of Minutes: Logan Hill made a motion to approve the 18 April 2023 Meeting minutes with corrections. Tim Moore seconded the motion. The motion carried.

Public Comment

- The board heard comments from 5 members of the public.

Andy Simon recognized Kathleen Christy as the winner of this years' BCPL Spelling Bee.

Presentation of Summer Reading Programs: Kathleen Christy - Adult Services Coordinator and Chelsea Tarwater - Youth Services Coordinator

- Chelsea Tarwater listed the many amazing events that will be happening this summer as part of BCPL's Summer Reading Program.
 - This list included *Touch-a-Truck*, which will include a firetruck and an armored police vehicle, Summer Reading Challenges for Kids and Teens, *Cozy Reading Corners*, *Pirate Day*, Zoo Knoxville Story Time with Animal Guest, special guests such as Steve Hamer, a former UT Volunteer, and the main event, *Mini Con*, which hasn't been done since 2019 and is the final event of the summer for all ages.
 - Every Thursday throughout the summer Polly Taylor, of the Youth Services department, will host some amazing programs such as *Dungeons and Dragons*, *Japanese Bookbinding* classes, *Soap Making* classes, and Cartoon Day.
- Kathleen Christy passed out crafting supplies to demonstrate some of the passive programming opportunities available during the summer in Adult Services. In addition to crafting, such as stamping, there will be community puzzles set out in the Reference department for patrons to complete at their leisure and patrons will be able to check out cake pans.
 - The theme "All Together Now" will be expressed through coordinating with Youth Services and the invitation is for all ages.
 - Some of the inclusive programs include *Chalk The Walk*, *Knoxville Freedom Stories and Songs*, and guest speakers such as Greg McClain.

- The main emphasis will be on getting people to read. There will be Trackers handed out to be filled out and at the end of the summer Adult Services will draw names for 3 chances to win a grand prize of a \$100 Amazon gift card.
- Kathleen ended with the question “why should kids have all the fun?”.

Report of Board of Trustees Chair by Andy Simon:

- Andy stated that he met with two attorneys and a sponsor for the Joy Bishop memorial statue regarding the donation.
 - Andy urged the Foundation to be careful when accepting donations.
 - The Foundation can accept gifts of cash, but cannot accept gifts of cash that are left over from a supposedly donated item. If it is donated, there cannot be any costs associated with it.
 - Chad Hampton of the Foundation responded with the desire to discuss this further at a later date.
- Andy met with Greg McClain, the Operating Manager for the City Of Maryville.
 - There is a donated building located on Jefferson Avenue that the organization, A Place To Stay, along with some other non-profits may be able to occupy.
- This Thursday BCPL will begin hanging 12 historical maps donated by Senator Lamar Alexander.
- Manny and Andy will be meeting with Senator Lamar Alexander next week to plan a display for the governorships of Lamar Alexander and Sam Houston, the only two governors elected from the same Tennessee County.
- Manny and Andy inspected the roof and then forwarded some questions to Chris Soro, who was overseeing the project. It is set to be completed this week.

Report of Blount County Public Library Director by Manny Leite:

- The Board Meeting Packet, which includes the Library Director’s Report, was distributed by email prior to the board meeting.
- 18 May 2023 is the Eileen Kelly Teen Room’s Grand opening from 4pm-6pm. Manny urged everyone to stop by.
- Adult Services’s Diane Benson has been working with the PR team to create content and resources for our Homeschool community. This current video series is called “Learning with the Library K12” or LLK12.
- The Collections department in conjunction with Youth Services has acquired 52 new Vox books which are the latest trend in Libraries around the County. These books have rechargeable pre-recorded read-aloud technology.
- Hospitality’s specialty drink “The Hundred Acre Latte” was such a success it will continue for the month of May. The Hospitality manager in conjunction with the PR department, is putting together meeting room procedure tutorials, which will also be available to patrons.
- Manny expressed gratitude for Patron Services’ Penny Stewart and Amy Gattis and their Main Gallery display.
 - He also stated that Amy will be sorely missed as she is moving.
- RFID tagging is complete.
- There was a County employee appreciation luncheon this month where Patron Services’ Carolyn Trendera was celebrated for her 15 years of service.
- Active Shooter Training with Corporal Brakebill on 15 May 2023 was a success.
 - BCPL will participate in 2 other safety workshops in the near future.

- The MAG study is complete and the commissioners are very supportive of benefiting current Library staff. This study will be voted on 15 June 2023.
- Sheri McCarter, a Blount County resident who works in the Knox County school system, is BCPL's new Writer-in-Residence for the next 2 years. Her focus is on women who have made an impact in History such as Anne Hutchinson.
- Manny will be out of town and traveling to Rhode Island on 25 May 2023 and will return 30 May 2023.
- Manny congratulated BCPL's Savannah McCarter who recently graduated with a 4.0 and Master's in Library Science. We are all very proud of her accomplishments.
- 17 July 2023 will begin BCPL's new hours of operation:
 - Monday-Thursday 8am-8pm; Friday 8am-5pm; Saturday 8a-4:30pm; Sunday 1pm-5pm
- 1 July 2023 BCPL will reinstate fines.
 - \$0.25 a day will be charged per late item.
- Manny attended the Commissioner workshop with Andy Simon and Stephanie Thompson.
 - The presented proposal includes the MAG study but revealed that BCPL will not be granted new staffing positions for FY24.
- The roofing project is officially complete.
- BCPL was awarded the Arconic Grant for the Remote Locker System in the town of Louisville, TN. The new drop off and pick location will be Louisville Town Hall. As of now, a designated Library staff member will be the courier.
- Manny thanked the Foundation for approving the funding request for Architect drawings for the Book Drop project.
- The Financial Report was presented and the budget is currently in good shape.
 - Anjanae Brueland noted that though General Maintenance has moved over to the County, their amount still has not been taken out of the budget.

Andy celebrated the number of Library Cards in the county (As pictured in the Patron Services section of the Director's report).

Report of Foundation Board, Chad Hampton

- Chad Hampton gave a report on the Foundation.
- A copy of the Foundation's Development plan was distributed by email prior to the board meeting.
- Chad met with Carolyn Forster to discuss plans to honor Joy Bishop.
- The Foundation approved the Trustee's funding request in the amount of \$5,400.00 to pay Johnson Architecture, Inc. to develop architectural plans for the Book Return project.
- Chad welcomed Shane Hair, of Denso, to a full term position on the Foundation's Board of Directors.

Report of Friends of the Library, Dee Barham

- Dee Barham was unable to attend. Bruce Robertson gave a report on the Friends.
- The Friends have proposed a new slate of board members. They will be presented at the 6 June 2023 Annual Friends of the Library Meeting.
- The final budget is currently being put together.
- The Friends are looking for ways to expand their online services. Ebay services/offerings keep growing.
 - April Ebay sales were an all time high of nearly \$11,000.

- o The Friends have been pursuing paperbacks and variable listings which have been very lucrative.
- The next quarterly book sale will be 1 June 2023 for members only and then open to the public on 2-3 June 2023.
- Donations have slowed down a bit.
 - o The latest large donation to the Friends was composed of aircraft industry and general aeronautics related materials and required multiple pick ups by Dick Burgess.

Report of Ocoee River Regional Library, Liz Schreck

- The Ocoee River Regional Library May 2023 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.
- The Accidental Archivist program will take place this week 19 May 2023, at the King Family Library in Sevierville.
 - o TSLA Archivists and Preservationists are coming to talk about how to preserve materials.
- Reminders of Upcoming deadlines were given.
 - o Quarterly reports are due on the 21st.
 - o Required continuing education hours are due at the end of June 2023 for all staff.
 - o The Tech Grant closes out at the end of this month.
 - o The new Tech Grant is set to begin 7 July 2023.
- Liz reminded the Trustees to complete the Trustee Certification program if they have not already.
 - o Once completed, it is good for 6 years.
- Liz shared a new law, Public Chapter 213, which amends TCA Title 8, Chapter 44 (regarding Open Meetings requirements).
 - o It is now required that an Agenda be posted 48 hours prior to our Board of Trustees meeting (as well as posting meeting minutes online, which is already done).

Old Business

- The proposed External Social Media Policy was presented.

Stephanie Thompson made a motion to accept the External Social Media Policy. Lauren Emert seconded the motion. The motion carried.

- The Internal Social Media Policy was presented.

Stephanie Thompson made a motion to accept the Internal Social Media Policy. Greg Brakebill seconded the motion. The motion carried.

- The Social Media Crisis Policy was presented.

Shawn Graham made a motion to accept the Social Media Crisis Policy. Lauren Emert seconded the motion. The motion carried.

- The Employee Handbook Revision was presented.

Stephanie Thompson made a motion to accept the Employee Handbook Revision. Greg Brakebill seconded the motion. The motion carried.

New Business

- The Proposed Public Meeting Room Policy was discussed. No action was taken.
- The Proposed Fee Schedule was presented.
 - It was discussed that there needs to be wording to reflect that Non-Profits will be charged the same standard rate of \$10/hour to rent the Boardroom.

Lauren Emert made a motion to accept the Proposed Fee Schedule with corrections. Tim Moore seconded the motion. The motion carried.

- The Proposed Short Term Office Rental Policy was presented and discussed.
 - It was discussed hypothetically that an organization assisting after a natural disaster such as FEMA would not be subject to this policy.
 - It was decided that this document is not in actuality a policy, but an application.
 - The question was posed repeatedly, “should we be in the rental business?”
 - It was determined that this is the question that must be answered before we can proceed.
 - The discussion was tabled and no action was taken.
- The Proposed Display and Digital Signage Policy was discussed.
 - The discussion was tabled and no action was taken.
- A Place To Stay (APTS) and Be Aware Blount’s (BAB) MOUs were discussed.
 - The APTS and BAB MOUs were presented, both very different from one another. It was stated that if approved to continue offering rental space in the Library, Manny would like to create all new MOUs and for them to mirror one another. Once created, these proposed MOUs would be presented to the Legal department and then brought before the Board to examine and vote on. After Board approval the MOUs would be presented to their respective organizations for recommendations and discussions.
 - The discussion was tabled and no action was taken.

Tim Moore addressed the breach of policy accusation brought up at public comment by Mr. Benson and invited Manny’s response.

- Manny stated that he emailed Ms. McGee on 11 April 2023 regarding the Reconsideration of Materials Appeals which stated the date and time the Appeal would be going before the Board and had copied Mr. Benson to that email thread.
- There was discussion that there needs to be flexibility to extend out the response time when multiple books are being challenged at once, so that all can be addressed adequately.
- It was expressed that the policy does not state that every Board member must read each book challenged, proving the accusations made during public comment false.
- The question was brought up if answers need to be given to questions presented at Public Comment. Andy responded that the Funding bodies say not to respond to public comment.

- Official Public Records Requests are all that must be answered.

Funding Requests:

- Manny presented the following Foundation Funding Request:
 - There were no Foundation Funding requests for May 2023.
- Manny presented the following Friends Funding Requests:
 - There were no Friends Funding requests for May 2023.

Important Dates

Other Library Meetings

Blount County Commission Meeting – 15 June 2023, 7:00 pm – BC Courthouse

Blount County Friends of the Library – 27 June 2023, 4:00 pm – BCPL

Foundation for the Blount County Public Library – 16 June 2023, 8:30 am – BCPL

Maryville City Council - 6 June 2023, 7:00 pm – Maryville Municipal Bldg

Alcoa Board of Commissioners - 13 June 2023, 7:00 pm – Alcoa Municipal Bldg

Motion to Adjourn:

Lauren Emert made a motion to adjourn the meeting. Tim Moore seconded the motion. The motion carried.

The next Library Board Meeting will be held on 20 June 2023, at 5:30 pm, in the Sharon Lawson Room.

Respectfully submitted,

Summer Dale