



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

Staff Attending: Manny Leite - BCPL Director, Anjanae Brueland, Summer Dale, Kathleen Christy, Kathy Thompson, Rebecca Melvin

Visitors: Dee Barham - Friends of the Blount County Public Library, Bill Pope - Blount County Public Library Foundation, Liz Schrek (via Zoom) - Ocoee River Regional Library, Mariah - The Daily Times,

Call to Order: Stephanie Thompson called the Blount County Public Library Board to order on 19 March 2024 at 5:42pm.

Approval of Minutes: Dawn Reagan made a motion to approve the 19 March 2024 BOT Meeting minutes. Andy Simon seconded the motion. The motion carried.

Public Comment:

- The board heard comments from 0 members of the public.

Report of Board of Trustees Chair by Stephanie Thompson:

- Stephanie thanked Bill Pope for this afternoon's presentation.
- She thanked the Foundation for sponsoring the Joy Bishop event which was very well attended. It was wonderful to dedicate both the sculpture and the bridge in Joy's honor, the food was wonderful, and it was just a really nice event.

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.
- Manny started by thanking the Board Chair for her generous donation of Eclipse glasses and last week's National Library Workers Day for organizing the Ice Cream Truck for staff. That was outstanding!
- Manny also thanked Logan Hill for providing refreshments for the upcoming Staff Development ½ Day on May 29th.
- Youth Services: Manny highlighted the Knoxville Opera's performance of Cinderella on Saturday which had over 100 visitors! The Knoxville Symphony will perform later this month.
 - There is a lot coming up for Summer Reading!
 - Mini-Con is on the same week as the Friends book sale. The Friends will have a tent outside and food trucks.
 - Chalk the walk will be on the 15th and will include a climbing wall!
 - Pirate Day is back again this year during Summer Reading. There are many great ideas and programs upcoming.



- Reference: Manny highlighted Thursday's Sounds of Spring concert series with Moss Mill Spring band on the 18th and Willow and Jessi on the 25th.
 - Focus on Seniors series this month is on "Wills and Trusts" on April 23rd.
 - The Homeschool 101 program will be on April 30th.
 - Manny recognized Reference Librarian, Melinda Rust, who will be honored for serving 40 years at the Library! Both Manny and Kahleen will attend the luncheon.
 - The Appalachian lecture series continues on May 6th focusing on "Appalachian Food Traditions" with Amy Campbell.
 - Grace Notes Flute Concert will be held on May 9th in the Main Gallery.
- The Bookmark Cafe: This month's drink special is the 100 Acre Latte which is made with lavender syrup, honey, and milk mixed with Thunderhead espresso.
 - We hired a new part time Cafe team member, Tisha Chauncey! Welcome aboard Tisha!
- Staff advocates are getting staff to attend extracurricular activities. This past month we gathered at Creative Spark where many staff members were able to participate in various art projects. Next month we will be attending a Smokies Baseball game.
- Patron Services: Departments, especially Patron Services, are being inundated with an army of plants. Penny Stewerat created a display in the Entry Rotunda using many of these plants which look absolutely lovely. He thanked everyone involved.
 - There are stats included in the Director's Report that Rebecca Melvin added for your convenience.
- Manny thanked Bill and the Foundation members again for the successful Joy Bishop event.
 - He thanked Dee for representing the Friends as well as Stephanie and Andy representing the Board. Rebecca Melvin also was wonderful for lending a hand that night and staying till around 9pm.
- Stephanie, Summer and Manny met with Blount County Parks and Recreation to go over the Blount County Sports Hall of Fame.
 - Currently it is tucked away in a corner of the Library and one of the ideas is to have an actual Hall of Fame downstairs in the basement where patrons can walk around and view it more easily. We will continue planning.
- Manny spoke to a Young Adult Literature class at Maryville College to go over difficulties libraries are facing, such as financial struggles, AI, book challenges...etc. The talk went really well.
- April 2-4 was the Tennessee National Library Association Conference in Franklin, TN.
 - Manny, Anjanae, Summer, Beth H., Rebecca M., A.J., and Savannah attended.
 - AI seemed to be the hot topic this year at the conference rather than book challenges like last year.
- The Budget was presented on April 5th. It only took about 5 minutes and everyone seemed very pleased with the budget this next fiscal year.
- Manny spoke on the possibility of getting a Hush Pod for the Reference department.
 - Anjanae attended an Alcoa Kiwanis meeting with Robert McClelland and is waiting to hear back from the Alcoa Kiwanis Board.
 - Currently there is no silent public study space where walls go fully to the ceiling in the Library. These enclosed pods seat 4 and are truly quiet.
 - They are popping up in libraries across the country.



- o Anjanae expressed that we have lawyers who come in to do depositions and need privacy. Right now if they are in a Study Room you can hear the sensitive information outside it. Kathleen gave an example of someone seeking a study room to conduct interviews in today and when they realized it would not be confidential, they found space elsewhere.
- o Susan commented that she thought libraries were supposed to be quiet places.
 - Manny expressed that those days are gone and libraries have evolved and adapted since the days of shushing.
- o The Hush Pod's makeup was discussed. It has glass walls and intense sound damping technology.
 - It also has its own fire suppression system as well as circulated heat and air.
- o In addition, it's on wheels and thus mobile.
- o The cost was brought up by Lauren. The Hush Pods cost \$28,000 to \$30,000, but if successful then the Arconic grant would pay for the entire thing.
- o The Board discussed if it would be better to raise the walls of the current study rooms. Though yes in the long run this would be optimal, the Hush Pods fix the problem now and are a swifter solution. Also, in order to raise the walls of the study rooms we would need to redo the HVAC, sprinklers, and venting which will cost a lot more time and money.
 - Greg gave a scenario that in order to get a project like this done we would have to get architectural drawings, stamped, plans would be reviewed by the City and then out to bid...etc. before construction could begin.
 - We'd be looking at a minimum of 6-8 months.
- o The Hush Pod would have the same type of maintenance and insurance as the Lactation Pod.
- o The Hush Pod would be in a staff member's and a camera's line of sight, with glass walls.
 - Lauren suggested a policy that expresses patrons are not allowed to nap within the pod.
 - Anjanae expressed that our current Rules of Conduct Policy already does not allow napping in the Library so we should not need to create a new policy or even update existing ones if the Hush Pods become a reality.
- o Manny pointed out that Anjanae met with Alcoa Kiwanis and Manny met with Maryville Rotary regarding the Storybook walk and they are both waiting to hear back regarding the grants.
- o Shawn suggested that we hear results regarding the grant before moving forward with any formal decisions as a Board.
- o To be awarded the grant for the Hush Pod there is a 2 step process:
 - 1.) Robert McClelland is writing a concept paper that must be approved.
 - 2.) If the concept is accepted then he will write a detail of why the Hush Pod would be beneficial to the Library.
- o Manny will be pursuing this grant opportunity and then will give an update at next month's Board meeting.
- The Book Return Project is with the Purchasing Department.
- Lauren asked if we had insurance for events such as Tough-a-Truck.
 - o Manny expressed that the insurance is through Don Stallions.



Report of Foundation Board, Bill Pope:

- Bill thanked the Board for letting him talk today.
- The Joy Bishop event was great! The Foundation has 3 days worth of food left over!
 - The caterer the Foundation used was fantastic!
- The Foundation Board has many new members and so last meeting Manny took the Board on a tour of the Library and discussed the various projects and future possibilities.
- This Friday's meeting will go over what was presented today.
 - Bill will also be scheduling fundraising training for new Board members that don't have much fundraising experience.
 - He wants to make sure the new members are prepared and ready to go!
- The Foundation Board approved the Book Return materials and construction.

Report of Friends of the Library, Dee Barham:

- Dee Barham gave a report on the Friends.
- Following last month's Trustee meeting, the Friends Board approved the Lactation Pod.
 - It will be delivered on April 30th.
 - There was an article on the front page of the Daily Times today regarding the Library's new Lactation Pod.
- This Friday is the Friends 50th Anniversary kickoff!
 - It begins with the decorations that are up and a self guided scavenger hunt with prizes.
 - There will be a Celebration Toast at 2pm on Friday.
 - The website is currently being updated to reflect the history and events going on surrounding the 50th Anniversary.
- Ebay is marching right along! They had their 2nd highest March to date: \$12,750.
- The Friends are always in preparation for their next sale which is in June.
 - June's book sale will be on the same day as Mini-Con.
 - They will need additional volunteers so Dee's doing some arm twisting downstairs.
- The Friends will be here for the concert on Thursday night with a membership table to hopefully elicit new members.
- They will also have a table on Friday night.
- They are getting together a special display for Mini-Con which will highlight Sci-Fi, Fiction, Fantasy books and graphic novels...etc.
- Other than that, things are moving along swimmingly!
- Dee will be gone next month on a cruise! Have a blast cruising around the world Dee!

Report of Ocoee River Regional Library, Liz Schreck:

- The Ocoee River Regional Library Report, and the READS FY 2023-24 Data Statistics were distributed by email prior to the meeting.
- Liz Schreck shared updates from the Regional Library.
- She passed out training certificates for staff and trustees.
 - 3 staff completed their Core Competencies which is 28 modules and is required for the Ocoee River Regional Library system.



- The Virtual Partnership fair is Thursday. The ORRL is bringing organizations across the state together to present about their organization online. They will discuss how they can partner with public libraries by presenting programs or just providing info packets.
 - Libraries are trusted resource centers and ORRL would like to help make those connections for libraries.
 - There will be about 12 presenters attending virtually and all are encouraged to attend.
- Continuing Education hours may be attained on May 14th at the training with Kaitlyn Hailey who will be presenting on Social Media and Marketing.
- BCPL should be going through our Board list reviews.
- National Library Week was this month!
- Liz reminded everyone that 3rd Quarter Reports are due to Nikki on the 12th. Please let her know if you need more time.
- Liz spoke regarding the Top Grant (Training Opportunities for the Public which partners with TN Department of Economics and Development)
 - Libraries have a minimal match (20% max) for Top Grant and no match for Instruction
 - All libraries can receive money to pay instructors to come in and provide classes on various subjects to the public.
 - Top Grant also gives money for hotspots and internal connections.
 - This is a category 2 e-rate.
 - The deadline is April 30th.
- The READS numbers look great this month Regionally, with a jump of 7,000.
 - Blount County's READS stats look great as well!
 - Liz attributes this to everyone reading on Spring Break!

Long Range Plan Committee:

- no update

Nominating Committee Appointments:

- Tim expressed that there will probably be a Nominating Committee meeting before the next Trustee's meeting on May 14th.
- The Board congratulated Tim on his new baby, Evangeline Louise!

Be Aware Blount (BAB) and A Place To Stay (APTS) Discussion:

- Manny introduced Amanda Small (BAB) and Mandy Proffitt (APTS).
- Both contracts are set to expire on June 30th.
- Amanda Small, Director of Be Aware Blount spoke regarding the substance abuse prevention coalition of Blount County.
 - Amanda really appreciated having this rental space in the Library over these past few years. Especially as she was getting into the position and learning her way and to have the social rapport.



- BAB is actively looking for a space outside the Library but does not have one lined up yet. If this search takes them past July 1, Amanda is hopeful that the Board will allow them to stay on a month to month basis.
- Stephanie agreed that the Board could renew BAB's contract on a month to month basis until they find a place to go to.
- Manny jokingly stated that no one will be changing the locks come July first.

Lauren Emert made a motion to extend the Be Aware Blount contract on a month to month basis beginning July 1, 2024. Dawn Reagan seconded the motion. The motion carried.

- Mandy Proffitt, Director of A Place to Stay, spoke.
 - She thanked Manny and the Board for allowing them the space and support at the Library.
 - APTS has identified a space and has simply outgrown.
 - They will be moving to St. Andrews with some of their partners.
 - APTS appreciates the Board and Library staff and hopes to continue to have a positive relationship.
 - They will be transitioning out of the Library on the first of May and beginning full time services at St. Andrews on June 1st.
 - Logan asked that since APTS is moving out, how will they collaborate with the Library to help with the issues of homelessness.
 - Mandy expressed that the problem was here before APTS began renting space.
 - Logan expressed that APTS has done an outstanding job but how does this problem get mitigated.
 - Mandy said that she hopes they have built great relationships here and that the amazing staff has their phone numbers to reach out.
 - Many folks that APTS works with end up at Good Neighbors or the Salvation Army.
 - Some of the unhoused still on foot do make it up to New Providence for food.
 - There is a lot that needs to be worked out especially for those that are chronically unhoused.
 - APTS has received a grant through HUD for permanent supportive housing.
 - They have been able to identify community partners and believe the gap now really is the lack of housing and thus the focus will be on bringing brick and mortar to APTS.
 - Logan thanked APTS for the service they have brought to the community and the Library.

Old Business:

- The **Trustee Information Sheet** was presented.

Lauren Emert made a motion to approve the Trustee Information Sheet. Dawn Reagan seconded the motion.

The motions were withdrawn and will be voted on next month.



- Logan proposed deleting the third paragraph's sentence portion stating, "and increase your chances of being selected".
- Lauren Emert proposed eliminating question #6 and adding the verbiage "submit resume".
- Stephanie proposed adding "the governing bodies of", "and", and in the 2nd paragraph capitalizing City.
- Stephanie also suggested changing the wording from "application" to "information".
- This Information Sheet will be voted on next month and thus the motion is withdrawn.

New Business:

- The **Borrowing Privileges Policy** was presented.
- Susan Williams brought up that minors are carded when trying to purchase alcohol, cigarettes, or adult magazines so why doesn't the Library prohibit Juveniles from checking out Adult materials?
- Anjanae Brueland expressed that the library card is what provides the access and the library does not police the library card. The parent is who provides the card to the child and can determine if they want their child to have access or not. If they don't, then the parent can check out materials for the child rather than allow them to have their own card.
- Tim Moore clarified that there is no difference in access between an adult card or juvenile card.
- Shawn Graham stated that in order to get a juvenile card the parent or guardian needs to sign for the juvenile card. The parent is granting the child access.
- Andy Simon asked if a 7 year old could check out a book from the adult stacks.
- Anjanae brought up that any child under 17 years old must have a parent on the premises.
 - Any child under the age of 12 must have a parent with them at all times.
- Susan expressed that she just doesn't want to contribute to the delinquency of a minor.
- Lauren Emert asked where does it state that a minor must be accompanied by a parent?
 - This is located in our Rules of Conduct policy and Children's Use of the Library policy.
- After discussion, Shawn Graham suggested adding an explicit statement to the Borrowing Privileges policy and Library Card Application that states "any and all use of library cards and borrowing privileges are subject to the BCPL rules of Conduct policy".
 - Anjanae expressed that when someone gets a library card they are told they are responsible for everything on that card. If it is lost or stolen unless they notify the library, they are responsible for all activity on that library card. When a parent or guardian is getting a child a library card, they have access to the entire collection and we don't police that. This is a familial decision. We don't have that in policy because it's more of a best practice than a policy statement.
 - Liz Schreck stated that some libraries opt to have this stated on their Library Application but it does seem like BCPL is stating this in the Borrowing Privileges policy. However, we can add it if that's what's wanted.
 - Shawn cautioned regarding wording. In criminal law, people are always trying to find a loophole. "You didn't say I couldn't steal something that's \$1001 you only said up to \$1000".
 - Lauren Emert and Andy Simon both don't see the issue in referencing this statement in the policy.
 - Logan asked that Summer update the policy and resend it out.
- The **Circulation of Library Materials Policy** was presented.



- Stephanie brought up that on page 4 “accumulation of fines over \$4.99” delete “in”.
- Dawn spoke regarding “use of library card” and Juvenile library card holders (delete the extra “s”)
- Liz also stated that on page 2 “if desired, patrons may manually renew” (add comma).

Funding Requests:

- There were no Friends Funding Requests.
- There were no Foundation Funding Requests.

Additional Closing Comments:

- Many Trustees will be out of town for the next Board meeting.
- After discussion, it was decided that we will have the next Board meeting on May 14th at 5:30pm.

Important Dates:

Other Library Meetings

Blount County Commission Meeting – 16 May 2024, 7:00 pm – BC Courthouse

Blount County Friends of the Library – 28 May 2024, 4:00 pm – BCPL

Foundation for the Blount County Public Library – TBD, 8:00 am – BCPL

Maryville City Council - 4 June 2024, 7:00 pm – Maryville Municipal Bldg

Alcoa Board of Commissioners - 11 June 2024, 7:00 pm – Alcoa Municipal Bldg

Next Library Board Meeting – 18 June 2024, 5:30 pm, Sharon Lawson Room

Motion to Adjourn:

Greg Brakebill made a motion to adjourn the meeting. Tim Moore seconded the motion. The motion carried.

The next Library Board meeting will be held on, 14 May 2024 at 5:30 pm, in the Sharon Lawson Room
Summer Dale