



**Trustees Attending:** Lauren Emert, Greg Brakebill, Becca Wolfenbarger, Dexter Stewart, Dawn Reagan, Shawn Graham, Richard Fogg

**Staff Attending:** Manny Leite - BCPL Director, Anjanae Brueland, Beth Hall

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

**Call to Order:** Lauren Emert called the Blount County Public Library Board to order on 24 September 2024 at 5:33 pm.

**Approval of Minutes:** Dexter Stewart made a motion to approve the 20 August BOT Meeting minutes. Shawn Graham 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 Lauren Emert:**

- Lauren introduced the newest member of the board representing Blount County, Richard Fogg.
  - Richard will not be able to attend the Trustee Workshop meeting September 25.
- Lauren thanked the Blount County Friends of the Library for David V. visit.
- Lauren reminded everyone of the September 25th is the Trustee Workshop with Liz Schreck.
- Lauren is working with Manny and FOL to get library cards in the hands of more students.
- Commission meeting approved book drop project.
  - Pre-construction meeting this Thursday, August 26th.

**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 said Summer is doing great, Beth Hall is substituting for her.
- Youth Services:
  - Catching their breath from Summer Reading.
  - Gearing up for October events including Spooktacular, Family Pumpkin Carving Contest, and Fall Festival.
- Reference:
  - Library received 1940s-70s yearbooks from Friendsville, this was in the paper.
  - There's our Southern Appalachian Series, we had a recent one on music traditions, which our very own Anna Uptain, otherwise known as Appalachian Anna was the MC for it. It was a great turnout. The next one will be in November with Dr. Andrew Ganeau of Maryville college.



- Focus on seniors. Another popular program. Our next event for is October 16, Medicare Open Enrollment
- Foothills Storytelling went to the schools and had an evening program on a Thursday that was well attended.
- 24 Tales is coming up with lots of interest on Social Media. Sheri McCarter has a story in the book and will be telling.
- Manny said the Taylor Swift Silent Disco is this Saturday after hours and the cafe will be open. There will be three music channels. Manny explained it will be very unique and may have not been done in a public library. Manny hopes it will be a hit..Lauren asked if there is a limit to headsets, Manny said yes, there are 200.
- Collections:
  - Hoopla has a new service called Flex. For popular books, just started at the end of August.
- Hospitality Services:
  - Having the cafe open during the Hot Summer Nights concert series brought a 15% increase in sales.
- Patron Services:
  - They were very busy with 500 cards for the month.
- Public Relations:
  - Anjanae shared 5 star reviews from google.
  - Anjanae also reported that the soft launch of BCPL Niche Academy has been a success - she explained it is a database that allows us to create video content to use however we would like - so far we're using it to add how-to videos to our website for our resources. Other uses of Niche Academy will be coming including Book Chats (Summer is working on from home as she feels able) also has crafts that go along with it. A Bonnor Scholar from Maryville College is also helping with Book Chat Niche Academy content. Other libraries have used it to enhance passive programming. May migrate some YouTube content over as well. Dawn - knows someone who works with schools that might be interested in doing some book talks as well. Anjanae encouraged the board to participate in Niche.
  - TikTok - Anjanae shared a link to BCPL's latest TikTok that was popular, prompting the upcoming Taylor Swift Silent Disco.
    - Greg brought concerns about TikTok being banned and asked what would be done if that was the case. Anjanae explained BCPL uses the platform to reach a younger audience they would not reach otherwise and if the platform goes away they would look at other platforms or avenues, explaining that they pulled away from using X formerly Twitter when the environment of the app changed.
- Administrative & Projects:
  - Manny expressed excitement for David V's upcoming report from the library spaces audit. Manny said David did a lot in less than 24 hours, and thanked the Friends of the Library again for making the audit happen. Manny said results should arrive late October, early November. In the report, Manny went on to explain, it says that the master plan should be completed by January 2026, after further consultation, he is confident that we can have it complete by the Spring of 2025, about six months from when the report is sent to us.



- Manny spoke about a potential partnership with Foothills Community Development and starting a tool library. This is in the beginning stages, and once new leadership in Foothills Community Development happens, we'll revisit again, but it's something down the line that we're looking at doing. Dexter is on board for the organization partnering with us on this and asked about how tool lending library works, Manny explained patrons can borrow tools and return them similar to our cake pan library.
- Financial Services:
  - Anjanae reported that the library is tracking well. Anjanae explained we're where we're supposed to be, just around 17% and all our expenditure percentages are well and truly below that. As for revenues, we're again, supposed to be around 17%, but we're at 23% and you'll always see that over that inflation, because when we get stakeholders payments, it really bumps everything up.
  - Anjanae said the main thing to note is that you will see an increase in our revenue lines again. Now that commission has approved the foundation funding, you'll be right reaching out to the foundation to request that check. Once that hits it, you'll notice an increase in the revenue lines only. We will not be adjusting the the total budget amount. Okay, well, then the only other thing is, I want to once again
  - Anjanae reiterated when you get these reports, if you have questions, if you will send them to [BCPL.director@blounttn.org](mailto:BCPL.director@blounttn.org), that way that we have time to thoughtfully consider what their question is and make sure we have the answer by the next board.

**Report of Foundation Board, Bill Pope:**

- Not in attendance
- Lauren does not have update

**Report of Friends of the Library, Vandy Kemp:**

- Vandy Kemp gave a report on the Friends.
  - Successful book sale in September, largest they've ever had.
  - Sold 10,000 books, had 1,000 transactions, made \$19,000.
  - Vandy reiterated that this is all separate from Ebay sales, which is also slightly ahead of where they were this time last fiscal year.
  - Friday October 25, 50th FOL Anniversary Event - may be a few seats left, Beth Hall will ask Summer about status of seats left for library tables
  - Working on starting strategic planning process after 50th event
  - Vandy to meet with Richard and talk about FOL

**Report of Ocoee River Regional Library, Liz Schreck:**

- The Ocoee River Regional Library Report, and the READS FY 2024-25 Data Statistics were distributed by email prior to the meeting.
- Liz Schreck shared updates from the Regional Library.
  - Liz shared training that is upcoming at Art Circle Public Library for both board members and library works. She will send that information.
  - Conference at Art Circle coming up soon.



- Lauren asked for link to from Liz for board training and Liz will send.

**Long Range Plan Committee:**

- N/A

**Nominating Committee Appointments:**

- N/A

**Old Business:**

- The **Disaster Plan** was presented.
  - Dawn Reagan made a motion to approve the Emergency and Safety Plan. Dexter Stewart seconded the motion. The motion carried with corrections.
    - Corrections: Title needs to be updated, find and update all to Emergency & Safety Plan.
    - Look at spacing - "Earthquake" needs be moved, spacing on page 19, look for strikethroughs.
    - Page 7 has strikethrough and highlighted, page 11 strikethrough, page 3 has strikethrough.
- Going Fine Free during the new book drop construction was presented.
  - Manny described the plan as being a 3 month long process.
  - 2 weeks prior, 3 months during, 2 months after book drop will be closed.
  - Dawn Reagan made a motion to approve going fine free during the new book drop construction. Shawn Graham seconded the motion. The motion carried.

**New Business:**

- The **Social Media Policy** was discussed
  - Combining internal and external policy.
    - Anjanae explained the name changing to Digital Platforms Policy.
    - Dexter asked if pages 1-6 are what is being presented to replace the marked through pages and Anjanae said yes and she will send a link to original policy, which are currently the struck through pages 6-10.
  - Removing social media crisis plan from policy.
    - Anjanae explained the Crisis Plan is procedure and was never meant to be part of policy and will be removed.
    - Will change the name to Communications Crisis Plan instead of social media crisis plan.
    - Crisis plan is not in packet and will not be voted on.
  - Internal/external was too long and could be confusing
    - New version is easier to read and understand
  - Went off of other library policies and made them fit us and our community
  - Pages 6-10 is the original and is struck through
  - Any initial comments from BOT?
    - bottom of pg 1 something other than a comma after "limited to"
    - extra space at title



- Lauren - this policy is very important right now, take time to look at it. It helps protect staff and board. Put thought into it. We'll vote on this in next board meeting.
- Anjanae - want it to be very clear on who is able to do what, mentions staff titles.
- Richard - Employee use section - was it passed through lawyers?
  - Anjanae stated our policy sits under county policy. It ran through lawyers last approval round. Employers are allowed to set social media expectations for employees.
  - Shawn stated that if an employee puts themselves out in the public as an employee that creates negative press or talks outside about internal library operations the employer is allowed to act.
  - Lauren asked if reviewing this policy is part of onboarding. - is this part of onboarding. Anjanae confirmed it is covered in both County and BCPL handbook that the employee signs off on.

**Funding Requests:**

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

**Additional Closing Comments:**

- Shawn will not be at the next meeting.
- Change of November Meeting? New date is November 12th.

**Important Dates:**

Other Library Meetings

Blount County Commission Meeting – 17 October 2024, 7:00 pm – BC Courthouse

Blount County Friends of the Library – 22 October 2024, 4:00 pm – BCPL

Foundation for the Blount County Public Library – 18 October 2024, 8:00 am – BCPL

Maryville City Council - 1 October 2024, 7:00 pm – Maryville Municipal Bldg

Alcoa Board of Commissioners - 8 October 2024, 7:00 pm – Alcoa Municipal Bldg

Next Library Board Meeting – 15 October 2024, 5:30 pm, Sharon Lawson Room

**Motion to Adjourn:**

Dexter Stewart made a motion to adjourn the meeting. Dawn Reagan seconded the motion. The motion carried.

The next Library Board meeting will be held on, 15 October 2024 at 5:30 pm, in the Sharon Lawson Room

Respectfully submitted,  
Beth Hall