

Hamblen County Library Board of Trustees Meeting Minutes – July 27, 2021

The meeting was called to order at noon in the *George S. Hale Community Room* by Board Chair, Alpha Alexander.

Attendance: Alpha Alexander, Chair; Roxanne Bowen, Elizabeth Campbell; Kay Senter; Debra Williams; Rob Reel. Also present were Holston River Regional Library Director, Amy Anderson; Morristown-Hamblen County Library Director, Shelly Shropshire; and Nancy Burnett, former Board member.

Secretary's Report: Motion (Roxanne Bowen/Debra Williams) to approve the June 22, 2021, Library Board minutes. Motion passed.

Treasurer's Report

- Treasurer, Debra Williams, reviewed the Profit & Loss Budget vs. Actual FY 2020-2021 covering July 2019 – June 2021.

Public Comment – Regarding Agenda Items Only

- No comments

Committee Reports

- Finance – Debra Williams, Chair
 - No report
- Personnel – Elizabeth Campbell, Chair
 - No report
- Policies – Kay Senter, Chair
 - Schedule a meeting with Elizabeth, Roxanne, Teresa and Dwayne to discuss developing a library Social Media Policy.
 - Regional Library Director does not have any policies to use as a template.
- Long Range Planning
 - **Motion** (Debra Williams/Roxanne Bowen) to approve the completed Technology and Three-Year Plans. Motion passed.
 - Plans filed for reference.
- Building and Grounds – Debra Williams, Chair
 - No report
- Nominating and Public Relations – Debra Williams, Chair
 - Working on securing a secretary.
 - Confirming Board position with Dwayne Nelson.
- Purchasing – Treva Purkey, Chair
 - No report

Unfinished Business

- Debra is following up on City and County Library funding for FY2021-2022.
- County voted to allocate \$301,950 to the Library for FY2021-2022.

Public Comment – General

Nancy Burnett, long-time Library Board of Trustees member and member of The Friends of the Library, was in attendance to support Alpha Alexander as she conducted her first meeting of the Library Board of Trustees as Chair. Nancy shared that she was on the Nominating Committee

when Alpha was asked and accepted a leadership position that would potentially lead to serving as Chair of the Library Board of Trustees.

Morristown-Hamblen Library Director - Director Shropshire provided the following report:

- Covid update
- Events
 - Saturday, July 31 – Back to School Carnival
 - Saturday, August 7 - *Friends of the Library* Book Sale.
 - Three local authors will be present to sign books.
 - Sunday, August 8 – Emancipation Event at Fulton-Hill Park
 - Thursday, August 19 – Home School training at the Library
 - Friday, August 27 – CTAS – Topic: Working with County Budgets & Purchasing
 - Monday, September 27 – Trustee Workshop, Jefferson City Library. Virtual attendance option.

New Business

Chair Alexander thanked everyone for their service on the Library Board of Trustees through Covid. She expressed her appreciation for the interest and diligence of the Board as governing decisions had to be made and changed as the health status of the community and the library personnel changed.

She wants 2021-2022 to be the year that the library concentrates on bringing our youth back to the library. In addition, Chair Alexander wants to establish and designate an annual Certification Day for all Board members to work on completing Board member certification hours that enhance the ability of our Library to qualify for grants. She wants to make this a permanent tradition for Library Board of Trustee members.

Regional Library Report – Regional Library Director Amy Anderson informed the Board of the Tech Grants that require a 20% match. Combined grant applications are due August 12.

Meeting Adjourned

Respectfully submitted by,

Kay Senter
Acting Secretary