

## **Hamblen County Library Board of Trustees Meeting Minutes – May 24, 2022**

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

**Attendance:** Alpha Alexander; Roxanne Bowen, Teresa Ayers, Debra Williams, Treva Perkey, Elizabeth Campbell, Kay Senter, David Tilson, Shelly Shropshire, MH Library director, and Sara Egan, regional librarian.

### **Secretary's Report:**

- Minutes from the April meeting were approved on motion by Bowen and second by Ayers.

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### **Treasurer's Report**

- Treasurer, Debra Williams, reviewed the Profit and Loss Budget vs. Actual FY 2021-2022 covering July 2021-April 2022 (83 percent of budget). The report was filed for audit.

### **Public Comment – Regarding Agenda Items Only**

- No comments

### **Committee Reports**

- Finance – Debra Williams, Chair
  - It was voted to submit the invoice for gutter repair out of the current year's budget, on motion by Bowen and second by Ayers.
- Personnel – Elizabeth Campbell, Chair
  - No report.
- Policies – Kay Senter, Chair
  - The following policy manual updates were approved: Equipment Use and Cost; Fees for Equipment, MakerSpace Donation Guidelines on motion by Williams and second by Bowen.
  - The Statement of Purpose for Friends of the Library was approved on motion by Bowen and second by Ayers.
  - Circulation limits and fines updates were approved as presented on motion by Bowen and second by Ayers.
  - It was noted that Jeff Cranford is taking the employee policy under advisement and a report will be made at the June meeting..
  - The Patron Contract policy was amended on motion by Williams and second by Purkey to include vaping in the library's smoking ban.
- Long Range Planning
  - No report
- Building and Grounds – David Tilson, Chair
  - No report
- Nominating and Public Relations – Debra Williams, Chair
  - A slate of officers was approved for a one-year term: Alexander, chair; Bowen, vice chair; Ayers, secretary; Purkey, treasurer.
  - Reel, Smith, and Bowen will be considered by the appropriate governing body for another three year term as trustee. Also, two new trustees to be considered by the

appropriate governing body, Phyllis Ehresman and Mike Reed, both of whom have agreed to serve. Their terms of office will begin July 1, 2022.

- Purchasing – Treva Purkey, Chair
  - No report

### **Unfinished Business**

- The completion of trustee qualifications will be announced at the May meeting.

### **Public Comment – General**

- John Ayers, husband of trustee Ayers, talked to the board about taking the lead on the FantasyCon, rescheduled for July 2023. Updates are forthcoming.

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

- Recommended library stay at current level of COVID-19 services: masks requested but not required for staff and patrons; curbside available on request.
- There are no current cases of COVID-19.

### **Mentioned Training:**

- Staff continues to work on the State Core Competency program.

### **Meetings:**

- Shropshire and Alexander met with the Imagination Library Council and shared a rough draft MOU. A report is forthcoming.
- Shropshire attended a ribbon cutting for the Aviation Library Room at the Morristown Regional Airport.

### **Events:**

- LEGO club meeting will be Saturday, May 28
- Steam Night will be Tuesday, May 24 from 4:00 pm to 5:00 pm
- Read to a Dog has the dates posted on the children's room door
- Storytime is held in person every Wednesday at 10:30 and online
- Registration for the Summer Reading begins May 25. Fliers are ready to be distributed.
- The Library is working with the Thread and Thimble Quilt Guild to teach children the art of quilting. This program will use sewing machines to create a project and will be held every Saturday for six weeks in the community room starting April 30, 2022 at 2:00 to 3:30.
- May 31 there will be a Storytime event to help celebrate Tennis Month. The Library is working with the Taskforce on Diversity to provide this special reading event and to provide an activity book to the children. Girl's Inc. will be in attendance.

### **Regional Library Report** - Director Egan provided the following report:

- Presented Trustees Senter and Ayers with a certificate of certification and a pin.

### **Meeting Adjourned until the fourth Tuesday in June.**

Respectfully submitted by,

Teresa Ayers,  
Secretary