

Hamblen County Library Board of Trustees Meeting

Minutes – August 23, 2022

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

Attendance: Dr. Alpha Alexander, Roxanne Bowen, Elizabeth Campbell, Kay Senter, Shelly Shropshire, M-H Library Director, Penny Cowan, Rob Reel, Jennifer Breuer, Holston River Regional Library Director and Phyllis Ehresmam. Public sector attendee, Todd Frommeyer.

Secretary's Report:

- Minutes from July meeting were read, no questions or comments. The July Minutes passed.

Treasurer's Report:

- Elizabeth Campbell asked Shelly to gather figures for the year end budget. Shelly Shropshire stated that when Amy Hemminger performs the audit, the library will have the official year end budget.
- Elizabeth would like to see monthly budgets and wants to know how much is in the library's account. Shelly will send out e-mails tomorrow for payroll and will include monthly balance income sheets for every month from this time forward.

Public Comment:

- No report

Committee Reports:

- Finance: No Report
- Personnel – Elizabeth Campbell - No report
- Policies – Kay Senter stated Personnel Committee will be meeting with Jeff Cranford this Thursday, Aug. 25, 2022 in the Community Room. Nothing else to report.
- Long Range Committee – No report
- Building and Grounds – Russ Reel wants to meet with Shelly and talk about what is needed for the library grounds.
- Nominating-Public Relations – Elizabeth Campbell, Rob Reel, Dr. Alpha Alexander and Mike Reed met with two attentive incoming trustees Dr. Christy Cowan and Dr. Devon Edwards. Both will complete existing terms for Teresa Ayers (County) and Debra

Williams (County) and will have two additional terms available. Motion was moved by Elizabeth Campbell and seconded by Roxanne Bowen. Incoming Trustees will be presented to the Hamblen County Commission and will be confirmed after vote.

- Dr. Alpha Alexander stated information about the vacant trustee positions was advertised on the library's face book page. She hoped to attract Hispanic volunteers and was successful in attracting three individuals. These individuals were unable to serve at this time.
- Phone system update. Shelly stated the phone equipment has arrived and costed \$4,300.00. Equipment will be installed along with the County Offices. County has funded the new camera system purchased from Murrell Alarm. System will hopefully be installed in November of this year. The new system will be wired for the back-parking lot. Old wi-fi cameras will not connect to the network thru the brick walls. In the meantime, Shelly asked if the board had any opposition in asking Joythi Ramaprasad's son, Shaun, to install cameras he and his mom donated to the library. No opposition.
- Dr. Alpha Alexander stated that the Board chairs will be meeting on September 29th.

Unfinished Business: No report.

Director Report:

- Shelly announced the Maker Space area is being used. She is still working on the usage costs of materials and the user's policy. Possible check out for sewing machines.
- Jennifer Breuer spoke of the upcoming 2022 Tennessee Trustee Workshop. Workshop will be held at the Jefferson City Public Library. Directors will need a trustee to accompany them in order to register and attend. Meeting is Oct. 19, 2022. Registration ends Oct. 12, 2022. Jennifer handed out flyers about the meeting.
- New Yoga class for children is in the works
- New Sewing class started.

Public Comment – General: No report.

New Business:

- Elizabeth Campbell brought up the matter of the noon meeting time for the Library Board meetings. She suggested moving the meetings to 5:30 in order for others to attend, for example: teachers who can't leave to attend a meeting at noon. Dr. Alpha Alexander said, "If we're going to be inclusive, we probably need to rethink the meeting time."
- Jennifer Breuer said that M-H Library Board is the only board in the region which meets at noon.

Regional Library Report:

- Jennifer announced Tennessee Electronic Library now has Tennessee newspapers available: Memphis Commercial Appeal, Knoxville News Sentinel, Nashville, and the Tennessean to name a few. Dates range from the 1800's to present. There are several upcoming workshops available for staff and board members on the Libguide.
- Kay Senter received a compliment from a new patron, Whitney Myers about the work Children's Librarian Amanda is doing. Whitney wants to volunteer and create a new Toddler's Yoga class. Kay also said it would be a great idea if representatives from the M-H Library would attend both City and County Commission meetings to let the funding bodies know what's happening at the library and what's needed. Representatives would be able to speak at the end of the meetings.

Adjournment:

- Meeting was adjourned by President Dr. Alpha Alexander.