

## Hamblen County Library Board of Trustees Meeting

### Minutes for January 24, 2022

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

Attendance: Dr. Alpha Alexander, Roxanne Bowen, Elizabeth Campbell, Dr. Christy Cowan, Dr. Devin Edwards, Phyllis Ehresman, Selena Harmon (Assistant Director at Holston River Regional Library), Rob Reel, Kay Senter, Shelly Shropshire (M-H Library Director), and Kevin Smith.

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

The minutes were reviewed and approved. However, a discrepancy was discovered during the meeting concerning this statement:

"Kevin asked about the appropriateness of emails to conduct business when needed. Selena Harmon indicated that is fine according to Sunshine laws as long as it's the entire Board participating."

- This is not accurate and will be changed accordingly. The Board may not conduct any business by email.

#### **Treasurer's Report:**

- The M-H Library balance sheet and P & L Budget vs. Actual documents were provided to members before the meeting.
- The Community Room is being utilized by 2 churches which are paying by the year.
- The finance committee met before the Board's meeting. Information from that meeting includes
  - Staff will receive a 3.5% raise
  - A line item will be added for the purchase of electronic databases totalling approximately \$10,000
  - An audit for the Imagination Library will cost \$1500, for which the library will be reimbursed
- Rob asked Kay about the salary study for the city. He advocated that the library staff should receive similar raise rates as city employees. For example, 911 Dispatch received a 5% raise. Selena offered to provide data about the impact of the library to help advocate for a higher raise. Health Council data could also provide impactful data to make a case for salaries.

- March 2023 is due date for the budget and July is when the decision for budget approval is made.
- Alpha suggested hosting city council and county commission to see the security cameras that have recently been installed at the library. Shelly indicated she would speak with Debra Williams at the Chamber of Commerce about possibly hosting an open house.

**Public Comment for Agenda Items only:** None

**Committee Reports:**

- **Finance** – Treva Purkey, Chair, not present: see above
- **Personnel** – Kevin Smith, Chair
  - Mike Reed has resigned from the Board, which leaves an opening that can be filled at any time.
  - There will be 4 openings for the Board in June 2023.
- **Policies** - Kay Senter, Chair
  - Policy committee (Roxanne, Devin, & Kay) will meet before February 2023 Board meeting
  - Discussion began around meeting times for the Board
    - Committees could meet around 4:30 p.m. and then the full Board could meet around 5:30 p.m. An informal poll indicated that 6 members are in favor of this meeting time moving forward.
    - The Board could meet every other month. This was not voted on. Shelly and Elizabeth expressed reservations about doing this.
    - Meetings may be called when needed.
    - Alpha reminded the group that the by-laws will need to be reviewed for this change.
    - The February 2023 meeting will be held at 5:30 p.m.
- **Long Range Planning** – Rob Reel, Chair
  - Committee needs to meet to review 3 year plan.
  - Alpha commented that the Community Room needs technological updates; the last update was 2008.
- **Building and Grounds** - Rob Reel, Chair
  - The telephones have not been installed yet due to the need to order an additional item for installation.

- There was a leak, but fortunately it was caught before damage was done to materials (although 1 book suffered damage).
- **Nominating-Public Relations** - Elizabeth Campbell, Chair
  - Four board members will be completing their terms in June 2023.
  - Shelly indicated that there were 4 new people who had submitted applications online.
  - There is a teacher at Hillcrest who is interested if the meeting time is changed to the evening.
  - Elizabeth requested potential candidates from the Board keeping in mind the skill sets of those candidates. For example, Treva Purkey has an accounting background.
  - Stan Harville was mentioned as a potential candidate. He currently serves as a Hamblen County commissioner.
  - Alpha asked for volunteers for the nominating committee and Kay volunteered to serve.
- **Purchasing** - Treva Purkey, Chair: not present, no report

#### **Unfinished Business:**

- April 4 (Tuesday) is an advocacy day for libraries at the Tennessee General Assembly
  - The Board could tour the Nashville Public Library.
  - Meetings would be with our legislators: Rick Eldridge, Representative and Steve Southerland, Senator to advocate on behalf of the library.
  - Alpha asked each member if they could attend in person on April 4; there were several interested in attending.

**Public Comment–General:** Mr. Chan Lui discussed the impact of Martin Luther King, Jr. Day and how people could use his teachings in their daily practices. He donated the book, *The Fire is Upon Us: James Baldwin, William F. Buckley, Jr., and the Debate over Race in America* by Nicholas Buccola. Mr. Lui encouraged the Board to focus on the importance of that debate and what it means for America now. He spoke for the allotted 3 minutes.

#### **Director Report:**

- Shelly Shropshire submitted a report to the Board for review.
- Shelly indicated that Richard Gramh inquired about using the library's back parking lot to film a movie, called "Escape from Normal", which is Christian based.

- Discussion began around the liability that the library could incur from agreeing to this.
- The filming would be centered around the railroad access point behind the library.
- It was agreed that before the library would consider the request, the filmmaker would have to have written permissions from the city and the railway.

**Announcements:**

- Before the end of the year, a Standards Review needs to occur.
- A local author, Danita Dodson, will be at the library on February 14<sup>th</sup>.
- Roxanne was thanked for taking care of the gift cards for staff during the December holidays.
- The movie about Dr. Branch's life will be hosted by the Morristown Taskforce for Diversity at WSCC on February 16, 2023.

**New Business:** None**Regional Library Report:**

- Selena Harmon offered kudos to library staff, Angela Chrismon and Dorothy Haynes for meeting core competencies.
- Morristown-Hamblen Library was the first to request Tail Banners.
- Selena mentioned several upcoming trainings and opportunities to discuss purchasing and other relevant issues for libraries.

**Adjournment:**

Meeting was adjourned by Dr. Alexander at 1:21 p.m.

Minutes taken by Christy Cowan