

Hamblen County Library Board of Trustees Meeting

Minutes for June 27, 2023

The meeting was called to order in the George S. Hale Community Room by President of the Board, Dr. Alpha Alexander at 5:32 p.m.

Attendance: Dr. Alpha Alexander, Elizabeth Campbell, Dr. Christy Cowan, Dr. Devin Edwards, Phyllis Ehresman, Rob Reel, Kay Senter, Shelly Shropshire (M-H Library Director). Food was provided.

Secretary's Report:

Christy Cowan moved to approve the minutes. Elizabeth Campbell inquired about the names of the outgoing officers. Kay Senter moved to approve the minutes with the addition of those names. Rob Reel seconded the motion and the minutes were approved with these changes.

Here are the outgoing and incoming officer names:

Roxanne Bowen will be the new Chair of the Board. The past Chair is Dr. Alpha Alexander.

Rob Reel will be the new Vice-Chair of the Board. The past Vice-Chair is Roxanne Bowen.

Kevin Smith will be the new Treasurer of the Board. The past Treasurer is Treva Purkey.

Christy Cowan will continue as the Secretary of the Board.

Treasurer's Report, Treva Purkey not present (Shelly Shropshire provided information):

- The line item for supplies is a bit over due to shipping charges and the library providing more programming; the Friends of the Library are providing funds to supplement this.
- There was maintenance on the sump pump, which cost \$400.
- The phone system has been installed, but still needs to be programmed.

- The library is required to pay back \$15,000 to Hamblen County for health care costs.
- The Board will review health care costs after the new fiscal year begins, July 2023.
- Kay moved to approve the new budget, Rob seconded and it was approved.

Public Comment for Agenda Items only: None

Committee Reports:

- **Finance** – Treva Purkey, Chair, not present.
 - No report
- **Personnel** – Kevin Smith, Chair. NP
 - No report
- **Policies** - Kay Senter, Chair
 - There will be a reconsideration of the patron request form to review materials.
 - Jennifer Breuer will provide more guidance on this form at the next meeting.
- **Long Range Planning** – Rob Reel, Chair.
 - No report
- **Building and Grounds** - Rob Reel, Chair.
 - The automatic door at the back entrance has been fixed.
 - The door to the entrance of the Community Room needs to be fixed.
- **Nominating-Public Relations** - Elizabeth Campbell, Chair, NP
 - Kay provided the list of upcoming officers beginning in July 2023:

- Roxanne Bowen, Chair
 - Rob Reel, Vice Chair
 - Christy Cowan, secretary
 - Kevin Smith, treasurer
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- **Purchasing** - Treva Purkey, Chair: not present, no report

Unfinished Business: None

Public Comment–General: None

Director Report:

- Summer Carnival was a great success profiting approximately \$5,600.
- Shelly and Dr. Alpha attended both the Morristown City Council and Hamblen County Commissioners meetings. Dr. Alpha encouraged the Board to attend these meetings in the future.
- The 2023 technology grant is completed.
- The library will use \$18,000 to rewire using CAT-6 cables as well as utilizing merakis.
- The 2024 technology grant is open for applications, which Shelly plans to submit.
- Computers (total of 16) are up to date.
- The summer reading program for children ends the last week of June and on July 11, 2023, the first ever adult summer reading program begins.
- Discussion began about an unruly patron who has been harassing other patrons. The Board discussed different ways to deal with this issue including contacting law enforcement.
- A group had requested to use the upstairs meeting room, which is free to use, for drug-testing job applicants. The Board agreed that this is not appropriate.
- The library has been named in a will that is being contested by family members.

Imagination Library Report: Kay Senter provided the report:

- They received \$5000 from GFL Environmental.
- They received \$875 from the Imagination Library license plate program.
- The bookmobile is on hold for now due to the bus needing upgrades.

Regional Library Report—Sarah Egan, Administrative Services Assistant

- Secretary of State, Tre Hargett, is still developing upcoming trainings for library staff. Registration for all trainings will be available at the same time.
- There will be a Trustee orientation on September 27, 2023 in Jefferson City.
- On July 13, 2023 Title VI training is due.
- The LSTA technology grant is due on July 7, 2023.
- There is now a professional development collection that libraries in the region can check out.
- Christy Cowan inquired about trustee certification completions and Sara indicated that it takes up to 6 months to receive official certificates after completion.

Friend of the Library—No report.

Announcements

- New Board members are coming in July!

Adjournment:

Meeting was adjourned by Dr. Alpha at 6:35 p.m.

Minutes taken by Christy Cowan.