

Hamblen County Library Board of Trustees Meeting

Minutes for September 26, 2023

The meeting was called to order in the George S. Hale Community Room by President of the Board, Roxanne Bowen at 5:30 p.m.

Attendance: Jennifer Breuer (Director at Holston River Regional Library), Christy Cowan, Devin Edwards, Phyllis Ehresman, Amanda Hale, Stan Harville, Shelly Shropshire (M-H Library Director), David Tilson, and Terri Tilson

Secretary's Report: A motion to approve the meeting minutes was given Christy and was seconded by Devin.

- The minutes were approved.

Treasurer's Report, Kevin Smith, not present.

- Shelly provided information:
 - \$18,000 for the security cameras will be put into the previous year's audit.
 - The line item for electronic databases is \$3162 currently.
 - Reciteme (\$2995) is available from the Library's main website.
 - Niche Academy (\$3700) was renewed.
 - Maintenance expenses include:
 - Lakeway Door and Glass replaced door hinges, \$900
 - J & F Mechanical installed 3 lock boxes, \$375
 - Routine maintenance and inspection, \$850
 - Titan Electronic replaced several lights, \$874.02
 - ASRP gift cards for talent show, \$107.38
 - Science equipment for Makerspace, \$964.72
 - Stage rental for upcoming murder mystery event, \$565.92
 - A quote to replace lighting with LED lights was given at \$35,000
 - Stan asked about TVA grants to help with this.
 - Amanda mentioned that Rose Center may have received a grant. for this type of lighting upgrade.
- The Treasurer's Report was filed.

Public Comment for Agenda Items only: None

Finance – Chair, Amanda Hale

- See Director's report.

- **Personnel** –Chair, Kevin Smith, not present.
 - None

- **Policies** –Christy Cowan
 - Christy agreed to be chair of the Policies committee.
 - Phyllis and Terri are the other members.

- **Long Range Planning** – Rob Reel, Chair, not present.
 - None

- **Building and Grounds** - Rob Reel, Chair, not present.
 - All the carpets have been cleaned.
 - An image evaluation to review the condition of the building will be completed.

- **Nominating-Public Relations** – Terri Tilson, Chair.
 - The committee met on 9/13/23 and 9/26/23 to develop a list of candidates to replace Jeff Cranford’s seat.
 - The goal was/is to find an attorney, if possible, and definitely someone who lives in the city of Morristown.
 - Terri provided minutes of the 2 meetings, which included a list of potential candidates: Lauren Carroll (lives in the county), Mary Napier, Mary Rutherford, Willie Santana, Wayne Stambaugh, and Beth Boniface.
 - Scott Hodge may also be approached.

- **Purchasing** - Amanda Hale, Chair.
 - None

Unfinished Business:

- David Tilson provided a report on the estate of Helen Lent.
 - She left her estate to 4 nonprofits including the Morristown-Hamblen Library.
 - Two individuals are contesting the will; their claim is that the will was changed and that it was a mistake.
 - Thomas Kilday is representing the other 3 nonprofits and the Library had discussed retaining him for that reason. Kilday originally offered to take on the case and take a percentage of the estate if the Library won.
 - Then, he decided against that and instead wanted the 4 nonprofits to engage in fee-sharing, which could lead to prohibitive costs.

- David suggested using Morristown attorney, Chris Capps, who has proposed a \$5000 cap to represent the Library.
- Stan made a motion to approve this and Terri seconded the motion. The motion was approved.

Public Comment–General: None

Director’s Report, Shelly Shropshire:

- Officers need to go to Home Trust Bank to be listed as signatories if they haven’t done so.
- The local author event was a success; this event will be held again in the future.
- The art swap happened and it was a success.
- The murder mystery event will be held on November 4, 2023. Local officers, past and present are participating.
 - Friends of the Library are paying for the stage.
- Two students will serve as interns in the library; one is a student at WSCC and one is a student at ETSU.
- The Annual Trustee Workshop will be held on September 27, 2023.

New Business: None

Old Business: None

Imagination Library: None

Regional Library Report–Jennifer Breuer

- We need to review and approve a procedure for book review requests from patrons.
- The Board of Trustees also needs to be sure they have a policy to review new purchases, which could be accomplished through a newsletter or simply an email alerting Trustees to review the MH-Library website, which shows a list of newly acquired materials.
 - The goal is to ensure the Board is informed of these materials.
- Public library survey is due on September 30, 2023.
- Friends of the Library book sale netted \$1500.

Announcements:

- The Friends of the Library are hosting a book sale on 9/9/23.
- Their next meeting will be in October, 2023.

Adjournment:

Meeting was adjourned by Roxanne Bowen at 6:15 p.m.

Minutes taken by Christy Cowan