

Hamblen County Library Board of Trustees

Minutes for November 25, 2025

The November meeting of the Hamblen County Library Board of Trustees was called to order in the George S. Hale Community Room by Library Board chair, Christy Cowan, at 5:30 p.m.

Attendance: Christy Cowan (Chair), Al A'Hearn, Amanda Baysinger, Cindy Davis, Betsy Dobbins, Stan Harville, Debi Hyder, Sarah Egan (Regional Services representative), Linda Raines, and Shelly Shropshire.

Secretary's Report: Christy presented the minutes from the meeting on October 28, 2025. Al A'Hearn made the motion to approve with Betsy Dobbins providing a second; the minutes were approved.

Treasurer's Report: Debi Hyder reviewed the Treasurer's Report. Shelly pointed out that the last utility bill was markedly higher than usual. Debi suggested that MUS be contacted to evaluate library power usage. Shelly mentioned that J & F Mechanical had checked the heat/air units last month. The Treasurer's Report was filed for audit.

Public Comment Regarding Request of Agenda Items Only:

- None.

Committee Reports:

- Finance- Amanda Hale, Chair
 - Shelly stated she is beginning review of the FY 26-27 budget. Priorities include a 5% increase for salaries and money for roof and plumbing/sewer issues.
- Personnel- Chris Capps, Chair
 - None
- Policies- Debi Hyder, Chair
 - Debi stated the Policies Committee will meet after January 1, 2026. Their agenda will include the request of a patron to name a room in honor of a person in the community. Shelly has distributed a policy from Bristol Public Library which addressed named spaces in the library for review. A brief discussion by the Board favored considering establishing a "Hall of Fame" rather than naming a room.
- Long-Range Planning- Stan Harville, Chair
 - Stan recommended that Shelly consider a line item for capital expenses in the new year's budget. He also recommended developing an inventory of items which may become capital expenses so that budgeting could become proactive. Shelly recommended that the Finance Committee look

at the line item “unrestricted funds” as potential seed money for capital expenses.

- Building and Grounds- Stan Harville, Chair
 - Roof completion and plumbing repair review
 - Stan stated that the roof and plumbing continue to be priority issues. Shelly reported that leaks continue in the flat rubber part of the roof. A discussion of sources of funding is ongoing. She is collecting quotes to repair for consideration.
- Nominating-Public Relations- Kim Fox, Chair
 - None
- Purchasing- Amanda Hale, Chair
 - None

Unfinished Business:

- Committee Assignments
 - Complete

Public Comment- General:

- None

New Business:

- None

Morristown-Hamblen Library Director:

- Honor Request from Falcone
 - Request will be addressed by the Policies Committee in the new year.
- State Insurance- employees
 - Shelly reported changes in the state insurance for employees. The cost to the state per employee has decreased by \$25 to \$675. She proposed that, since \$700 per employee has already been budgeted, the \$25 be put into an employee Health Savings Account. She plans to check with the county.
- Patron
 - Shelly shared that there is a particular patron with very poor hygiene who has been sleeping in the library. He has been repeatedly warned that this behavior is not allowed. After a short discussion, the Board recommended that the patron not be allowed to return to the library for 30 days and that this action be recorded in writing.
- Data Bases
 - Patrons have requested a Hoopla Digital streaming device. Normally, there is a \$20,000 startup cost but Shelly has negotiated a trial period for \$5,000. She will choose either Hoopla or Canopy in the new year.

- Staff Christmas Gifts
 - Board members volunteered to donate \$25 each toward Christmas gifts for the library staff. Christy will collect the donations.

New Business

- Due to other commitments, Stan Harville will rotate off of the Library Board. This is his last meeting.

Regional Library Report:

- Sarah Egan, Regional Services representative, asked Shelly to update the 2026 Tech Grant. She also reviewed the Regional Library holiday hours and referred employees to their website for upcoming training. Shelly noted that the Morristown Library follows the Hamblen County holiday schedule.

Imagination Library:

- None

Friends Report:

- The Holiday Book Sale is planned for December 6, 2025.

Adjournment: Chair Christy Cowan declared the October 2025 Hamblen County Library Board meeting adjourned at 6:20 p.m. The next meeting will be held on January 27, 2026. There will be no meeting in December.

Respectfully submitted,
Betsy Dobbins
Secretary