

Hamblen County Library Board of Trustees

Minutes for August 26, 2025

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

Attendance: Al A'hearn, Amanda Basinger, M-H Library Youth Services Librarian, Christy Cowan, Cindy Davis, Devin Edwards, Kim Fox, Amanda Hale, Stan Harville, Debi Hyder, Shelly Shropshire, and Jennifer Breuer, Director, Holston Valley Regional Library, 1 other gentleman guest.

Secretary's Report: Debi Hyder made the motion to approve. Stan Harville provided the second. Minutes were approved.

Treasurer's Report

Debi Hyder provided information from the Treasurer's Report.

Debi Hyder explained that the company who submitted the lowest bid for the roofing project could not be readily found online. Other questions led to the bid being tabled until more information from the company can be obtained.

Treasurer's Report was Filed for Audit.

Public Comment for Agenda Items only:

None

Committee Reports:

- **Finance-Chair, Amanda Hale**
None

- **Personnel-Chair, N/A**
- **Policies, Chair, Christy Cowan**
None
- **Long Range Planning-Chair, Stan Harville**
None
- **Building and Grounds-Chair, Stan Harville**

. Bids for plumbing can be sought since we have funds from the Burningham Estate.

- **Nominating-Public Relations-Stan Harville**
Stan happily reported that there are no Trustee openings at the current time.
- **Purchasing-Chair, Amanda Hale,**
None

- **Unfinished Business:**

Shelly had a draft of suggested committee assignments. Christy passed around the list. Let Shelly know if you want to be on one that you are not on. Members were reminded to invite Christy Cowan to any meetings. She will serve as an Ex officio member of each committee.

- **Public Comment (General)**
None

- **Director's Report:**

Shelly reported that the library is being granted a technology award for \$4,683. With matching funds, this will be about \$9,300 total. Computers and Educational programming will be provided for children, as well as a Microsoft license for each computer.

Shelly would like to take the staff to tour the model home in Green County that is equipped with smart technology to make it more accessible for those with disabilities. This training will help the staff become more aware of technology

available and assist our patrons with information and resources. Shelly plans to have some of the devices for view in the disability section sponsored by the Lion's Club. She requested closing the library for the September date of the tour.

Stan suggested taking half of the employees to Greeneville and half to the spring event.

Stan made a motion to attempt to keep the library open during the Greeneville Model Home Visit, but if not possible, to give Shelly the discretion to close, if needed. Debi Hyder seconded the motion. Motion carried.

Possible water fountain replacement: Culligan Water provided the library with information about providing water dispensers in place of their current water fountains. The cost would be \$180 a month for each dispenser. The board viewed that as an added expense, with their current public water not costing as much.

Stephanie Hardy, Executive Director of Hamblen County Substance Abuse offered to provide a Narcan training for the staff. Shelly shared that concerns have been brought up among past board members about liability. The importance of the training was also discussed.

It was suggested that CPR training be combined with the Narcan training or at least provided on the same day. This would ensure that some staff members are CPR certified.

Shelly requested to move forward with getting the plumbing issues repaired. This would include the small space out back and also the front area that has been identified. Part of the plumbing has completely deteriorated. Planning for the project began a year and a half ago. Shelly asked for permission to get bids after the roofing bid selection is completed. Stan advised to secure bids and proceed with the repairs.

- **New Business:**
None

- **Old Business:**
None

- **Regional Library Report-Lisa Livesay**

Jennifer Breuer from the Holston Valley Regional Library provided members of the board with information about the following reports and trainings:

- The Maintenance of Effort is out; This report is due back to the Regional Office by Oct. 17.
- Drop in Labs sponsored by the Regional Library will be available on Tuesdays in Sept. Christy Chandler, Tennessee State Data Coordinator, will provide the training.
- The official Fall Training Plan hasn't been approved yet, but this Thursday, a Respectful Workplace session has been scheduled. Also, a Staffing Needs Assessment Training is projected for October.
- Hannah Kiger, the marketing coordinator at the Johnson City Library, will provide a training session on Sept. 15.
- An Online Trustee training for new trustees is available during September. A Link will be emailed to Shelly for those new Trustees who would like to participate.

She thanked the Morristown-Hamblen County Library for hosting the Summer Reading Conference, which will be held on October 2nd, 2025.

Congratulations to Lisa, Regional Services Coordinator, who had her baby this afternoon. Baby and mom are doing well.

- **Imagination Library:**

Partnership MOU will end on September 15, 2025. The date was extended past the 30-day requirement in order to allow payroll to be processed.

- **Friends of the Library:**

The next Friends of the Library regular book sale will be held on September 6th. A "Bargain Basement Sale" was held last Friday. \$5 bags were sold and raised \$650. This Friday (August 29th), another \$5 per bag sale will be held from 1:00-5:30.

The Friends group has not yet moved its work space. The next quarterly book sale is on Saturday, September 6.

Christy shared that she and Shelly attended the Trustee Workshop last year and both plan to attend again this year. It will be held at the Jefferson City Library. Topics will include advocating for your local library and a Trustee Discussion Panel. Hours will be from 9:00 a.m. until 3:30 p.m. on September 24th. All Trustees may register and attend. Registration will be open until Sept. 14th. If you can't stay the whole time, you may come for part of the time.

Chair Christy suggested canceling the September board meeting, as the Workshop will be held the day prior. Last year, the board decided that there would not be an official meeting in September, unless needed. A brief meeting can be called if there is need to meet, like for roofing decisions. No official meeting in Sept. unless needed.

- **Adjournment:**

Chair, Christy Cowan motioned to adjourn the August 2025 meeting at 6:00 p.m. Stan Harville provided the Second to the motion.

Minutes were taken by Kim Fox.