Hamblen County Library Board of Trustees

Minutes for March 24, 2026

This 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 pm.

Attendance: Christy Cowan (Chair), Amanda Baysinger, Chris Capps, Cindy Davis, Betsy Dobbins, Devin Edwards, Kim Fox, Debi Hyder, Linda Raines, Mike Richardson, and Shelly Shropshire.

Secretary's Report: Christy presented the minutes from the meeting held on February 24, 2026. Debi motioned to approve the minutes with Cindy providing the second. The minutes were approved as written. The minutes for the called meeting held on March 17, 2026, were unavailable at this time.

Treasurer's Report: Debi reviewed the Treasurer's Report with Shelly highlighting several items. The maintenance one-time expense reflected upgrades and the purchase of equipment. An amount recorded in Dues and Training Expenses reflected reimbursement for services by Chris Capps. The report was filed for audit.

Public Comment Regarding Request of Agenda Items Only:

- None

Committee Reports:

- Finance- Amanda Hale, Chair
  - The budget request has been filed with the county and city.
- Personnel- Chris Capps, Chair
  - Amanda Baysinger has accepted the interim library director position.
  - Chris has reached out to Jennifer Breuer, director, Holston River Regional Library, for assistance in developing the job description and navigating the search process for a new director.
- Policies- Debi Hyder, Chair
  - No report.
- Long-Range Planning- Mike Richardson, Chair
- Building and Grounds- Mike Richardson, Chair
  - Mike has prepared the scope of work for both the plumbing and roofing projects and they are ready to put out to bid after boilerplate documents are added.
  - Mike estimates the plumbing costs will run over $60,000-$65,000 and roofing costs over $125,000-$130,000.
- Nominating- Public Relations- Kim Fox, Chair
  - No report.
- Purchasing- Amanda Hale, Chair
  - None

Unfinished Business:

- Audit
    - The library audit report was distributed for the February meeting. Linda Raines moved to approve the library audit for the year ending June 30, 2025. Second by Debi. Motion carried by unanimous vote.

Public Comment- General:

- None

Morristown-Hamblen Library Director:

- Shelly thanked the board for their service to the library during her nine years as director.
- Shelly presented her Director Report, which included:
    - Shelly has been orienting Amanda Baysinger to library grants and finances and has offered to continue to assist her after retirement.
    - The library's fire alarm system is now being monitored at a cost of $800/year.
    - The library will provide a networking space for small businesses beginning April 7, 2026.
    - The library will participate in upcoming activities by MATS (Glow Run) and the Senior Citizen Center (Health Fair).
    - A "game time" for caregivers and patients is being explored. ALPS has been contacted.
    - Holston River Regional trainings continue.

New Business:

- Shelly's retirement
    - Christy recommended developing a timeline for the recruitment of a new library director. She will consult with Jennifer Breuer.
    - It was suggested that the library publicize the vacancy on the city and county websites.
    - Amanda Baysinger will serve as interim director through the summer. Her compensation and the issue of retroactive pay need further discussion. The Personnel Committee will meet on Apri 2, 2026, at 5:00 pm at Chris' office.
    - The library will hold a retirement reception for Shelly at the library on April 6, 2026, from 12:00 pm- 2:00 pm.

Regional Library Report:

- None

Friends Report:

- The transition of the Friends area from the upstairs room to downstairs continues. The last "bag sale" was a success. The Friends will have additional sales on March 27 and April 9.

Imagination Library Report:

- Amanda Baysinger will attend the quarterly Imagination Library meetings.

Adjournment: Chair Christy Cowan declared this meeting of the Hamblen County Library Board adjourned at approximately 6:05 p.m. The next meeting will be held on April 28, 2026.

Respectfully submitted,
Betsy Dobbins
Secretary