Hamblen County Library Board of Trustees

Minutes for April 28, 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), Al A'Hearn, Amanda Baysinger (Amanda B.), Chris Capps, Cindy Davis, Betsy Dobbins, Kim Fox, Amanda Hale (Amanda H.), Debi Hyder, Lisa Livesay (Regional Services Representative), Linda Raines, Mike Richardson.

Secretary's Report: Christy presented the minutes from the meetings held on February 17, 2026 (called meeting) and March 24, 2026. A motion to approve each set of minutes was presented by Chris with Debi providing the second. The minutes were approved as written.

Treasurer's Report: Debi reviewed the Treasurer's Report with Amanda B. highlighting the fire alarm monitoring included in "maintenance" (see #4; $1,317.06). The report was filed for audit.

Public Comment Regarding Request of Agenda Items Only:

- None

Committee Reports:

- Finance- Amanda Hale, Chair
    - The Hamblen County Budget Committee meeting is planned for May 16, 2026.
- Personnel- Chris Capps, Chair
    - Library Director Search
        - The Personnel Committee plus Gary Brooks is moving forward in the search for a library director.
        - Chris reached out to Jennifer Breuer, director, Holston River Regional Library, who recommended contacting Bradbury Miller Associates for assistance.
        - Karen Miller, President/Owner of Bradbury Miller Associates, prepared an Executive Search Proposal for the library. The cost of her services range in price from $26,000 to $31,000, depending on the number of phases of work.
        - Chris recommended that the Board consider hiring the firm and proposed that fees be drawn from the Lent Estate.
        - Discussion points included the need to consider the cost of benefits (such as moving expenses) and sources of additional references for the firm.
        - Chris will forward the proposal and the job description that Shelly prepared to the board by email to be discussed at the next meeting.

    - Amanda Baysinger's Salary
        - Chris motioned to set the salary for Amanda B. at $24.00/hour retroactive to when she assumed the position of interim director (March 17, 2026). Mike provided the second and the motion was unanimously approved.
- Policies- Debi Hyder, Chair
    - Debi suggested revisiting the list of Prohibited Behaviors (Part II, Morristown-Hamblen Library Policies (see Minutes, February 24, 2026)) at the next meeting. Amanda B. wishes to address vaping devices in the policy.
- Long-Range Planning- Mike Richardson, Chair
    - Long-Range Planning discussions deferred until the budget is set.
- Building and Grounds- Mike Richardson, Chair
    - Downstairs plumbing and roof decisions are deferred until budget is set.
    - Mike obtained three estimates to paint the current Friends of the Library space, B10 room, B11 room, stairwell and ceiling. He motioned to accept the bid by CertaPro Painters and fund the project with funds taken from the remaining roof money. Second by Cindy followed by unanimous approval.
    - Upstairs plumbing repair costs are estimated at $12,000-$15,000. Mike motioned that funds from the Lent Estate in the amount of $15,000 be used to complete this work. Second by Debi followed by unanimous approval.
- Nominating- Public Relations- Kim Fox, Chair
    - There are 3 board positions to open this year. The Nominating Committee has recommended that Christy, Al, and Mike be renominated. Kim presented the recommendation as a motion with second by Linda. Motion passed unanimously.
- Purchasing- Amanda Hale, Chair
    - None

<u>Unfinished Business</u>:

- None

<u>Public Comment- General:</u>

- None

<u>Morristown-Hamblen Library Director</u>:

- Amanda B. thanked the board for the opportunity to be interim director.
- Staff Training
    - The library has recently purchased an AED. The Rescue Squad has agreed to provide CPR training for the library staff free of charge.
    - The Hamblen County Substance Abuse Coalition can provide Narcan training for the library staff. Training is free. It was suggested that perhaps the CPR and Narcan training could both be done by the Rescue Squad. Amanda B. will ask.

- Policies
    - Amanda B. is working on social media and media policies for library employees.
    - Library staff are working with T-Mobile to activate their 25 tablets to prepare them for checkout. A policy addressing tablet issues (loss, damage, etc.) is forthcoming.
- Summer Reading Program
    - The 6-week Summer Reading Program, *Unearth a Story*, for children and teens will begin on May 13, 2026.
    - The adult summer reading program will begin on July 13, 2026.

New Business:
- None

Regional Library Report:
- Lisa Livesay, Regional Services Representative, distributed the May edition of the Holston River Regional Library newsletter.
    - Upcoming trainings include “Smart Strategies for Library Staff” and online Trustee orientation.
    - The Trustee Workshop is planned for September 23, 2026, at the Jefferson City Public Library.
- Tech grants are open for next year.

Friends Report:
- None

Imagination Library Report:
- Christy attended the Imagination Library meeting on April 13, 2026. They are promoting their Book Bus.

Adjournment: Chair Christy Cowan declared this meeting of the Hamblen County Library Board adjourned at 6:50 p.m. The next meeting will be held on May 26, 2026.

Respectfully submitted,
Betsy Dobbins
Secretary