



## Board of Trustees Meeting 22 June 2021 Minutes

**Trustees Attending:** Chair Andy Simon, Cathy Hammon, Lauren Emert, Logan Hill, Jesus Ortega-Valenzuela, Dawn Reagan, Susan Schneibel, Stephanie Thompson, Susan Williams

**Staff Attending:** Anjanae Brueland, Anna Gombert, Kathy Thompson, Kathleen Christy, Melinda Rust, Sheila Pennycook, Brennan LeQuire, Judith Belew, Lisa McDaniel-Tipton

**Visitors:** Angela Quick - Foundation for the Blount County Public Library; Bruce Robertson - Friends of the Blount County Public Library; Liz Schreck - Ocoee River Regional Library

**Guests:** Robert McClelland, Dick Burgess - Friends of the Blount County Public Library

**Call to Order:** Chair Andy Simon called the Blount County Public Library Board to order on 22 June 2021 at 5:31 pm.

**Approval of Minutes:** Cathy Hammon made a motion to approve the 1 June 2021 Meeting minutes. Logan Hill seconded the motion. The motion carried.

### **Report of Board of Trustees Chair by Andy Simon:**

- Kathleen Christy and members of the Adult Services staff gave a presentation to the board.
- Andy reported that he met with Maryville College.
- Andy reported on his meeting with volunteer Ron Halter about a new design for the book drop. He also met with Chris Soro and consulted with Maryville and Blount County about possible changes to the book drop.

### **Report of Blount County Public Library Interim Director by Anjanae Brueland:**

- The June 2021 Board Meeting Packet, which includes the Interim Library Director's Report and the Financial Report, was distributed by email prior to the board meeting.
- Anjanae asked the board to consider discussion of whether or not to reinstate reserve and overdue fines.
- This year to date, the library has generated \$111,563.16 in revenue. The projected amount in December was \$78,000.
- Anjanae suggested that overdue and reserve fees should not be reinstated because of the good-will created, the reduction in staff interactions, and the removal of barriers to access to the library.

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- The library still charges fees for lost and damaged items, including a processing fee.
- Liz Schreck shared findings from other libraries that have become fine free.

Stephanie Thompson made a motion to remove all overdue and reserve fees until further discussion at the January 2022 board meeting. Lauren Emert seconded the motion. The motion carried.

- Anjanae answered questions from the board.
- The board asked for data on the amount of money brought in from fines and fees, the amount paid to the collection agency, and the amount of work hours dedicated to collections to be shared at the next meeting.
- Anjanae asked the board to approve closing the library to the public on 30 July 2021 for a staff development day. The day would be used for active shooter and SARA training.

Cathy Hammon made a motion to approve the closure of the library for a staff training day on 30 July 2021. Jesus Ortega-Valenzuela seconded the motion. The motion carried.

- Robert McClelland and Anjanae answered questions about the community survey and focus groups.
- The board asked to amend the proposed community survey to include a question about the participant's race, and to include curbside as a service option in the questions.

Cathy Hammon made a motion to approve the community survey with the suggested amendments and the focus groups. Stephanie Thompson seconded the motion. The motion carried.

### **Report of Foundation Board, Angela Quick**

- The Foundation for the Blount County Public Library June 2021 Report was distributed by email prior to the meeting.
- Angela Quick reported on the 11 June 2021 Foundation Meeting.
  - Anjanae, Andy, and Stephanie Thompson attended to share their reports.
  - Grant Daugherty has assumed the role of treasurer.

### **Report of Friends of the Library, Bruce Robertson**

- Bruce Robertson gave an update on the Friends.
  - The Friends had their last monthly sale in June, which brought in \$6,100. Quarterly sales will resume on 9 September.
  - The Community Market is averaging 17-24 vendors a week.
  - At the annual member meeting, three new Friends' board members, Jennifer Spirko, Dee Barham, and Denise Robertson, were elected for a term starting 1 July 2021.
  - The Friends' board approved next year's expense budget.
  - Many volunteers are returning, and donations remain steady.

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- o The Friends are considering a teachers only sale in mid-July.

**Report of Ocoee River Regional Library, Liz Schreck**

- The Ocoee River Regional Library June 2021 Report, and the READS FY 2020-21 Data Statistics were distributed by email prior to the meeting.
- Liz explained the report was the same as shared at the 1 June 2021 meeting with the addition of information about the combined American Rescue Plan Act (ARPA) and Tech Grant. Combined, there is \$2.5 million of grant funding this year.
- The match has been lowered from 50% to between 5%-20% depending on library service population level. The application is due 12 August 2021.
- Liz encouraged any Trustees who have not completed the Trustee Certification Program to do so, since the number of certified trustees per board could have an effect on the allocation of grant funds.

**Report of the Nominating Committee, Dawn Reagan**

Dawn Reagan nominated Andy Simon as Chair and Stephanie Thompson as Vice Chair for the 2020-21 term. Stephanie Thompson seconded the motion. The motion carried.

**Old Business**

- Old business was discussed with the Director's Report.

**New Business**

- After lengthy discussion, the proposed sex offender policy was tabled until the next board meeting and after an attorney review.
- Anjanae shared that it is time for the library to review many of its policies, and she will present a timeline for reviews at the next board meeting.
- Stephanie Thompson gave an update from the Library Director Search Committee on the Library Director job description, which was reviewed and amended.
- Logan Hill was nominated by Alcoa to serve another 3 year term on the Library Board of Trustees.
- Two board members, Cathy Hammon and Susan Schneibel, rolled off the board; no replacements have yet been nominated.
- Andy and Anjanae expressed their appreciation to Cathy Hammon and Susan Schneibel for their leadership and dedication.

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- Jesus Ortega-Valenzuela shared that the Library Director Search Committee has created a survey to send to community stakeholders to gather input on what is important in the next director.
- The Search Committee hopes to post the job listing by 1 August 2021 with the deadline to apply on 1 September 2021.

**Funding Requests:**

- Anjanae presented the following Friends requests:
  - There were no Friends Funding Requests for June 2021.
- Anjanae presented the following Foundation funding requests:
  - There were no Foundation Funding Requests for June 2021.

**Important Dates**

**Other Library Meetings**

Blount County Commission Meeting – 15 July 2021, 7:00 pm – BC Courthouse  
Blount County Friends of the Library – 27 July 2021, 4:00 pm – Dorothy Herron Room  
Foundation for the Blount County Public Library - 9 July 2021, 8:30 am - Kathy Pagles Board Room  
Maryville City Council - 6 July 2021, 7:00 pm - Maryville Municipal Building  
Alcoa Board of Commissioners - 13 July 2021, 7:00 pm - Alcoa Municipal Building

**Motion to Adjourn:**

Susan Schneibel made a motion to adjourn the meeting. Cathy Hammon seconded the motion. The motion carried.

The next Library Board Meeting will be held on 20 July 2021, at 5:30 pm, in the Dorothy Herron Room.

Respectfully submitted,

Anna Gombert