



Board of Trustees Meeting 17 August 2021 Minutes

Trustees Attending: Chair Andy Simon, Logan Hill, Jesus Ortega-Valenzuela, Dawn Reagan, Stephanie Thompson, Susan Williams, Suzette Donovan

Staff Attending: Anjanae Brueland, Anna Gombert, Cynthia Spitler, Kathy Thompson, Chelsea Tarwater, Melinda Rust, Brennan LeQuire

Visitors: Angela Quick - Foundation for the Blount County Public Library; Bruce Robertson - Friends of the Blount County Public Library

Guests: Andrew Jones - The Daily Times, Timothy Moore

Call to Order: Chair Andy Simon called the Blount County Public Library Board to order on 17 August 2021 at 5:33 pm.

Andy Simon introduced new trustee Suzette Donovan, who has been elected by the City of Maryville as a one year replacement for the regional board. Andy shared that Susan Williams has been reappointed to the board for a 3 year term, and he introduced Timothy Moore, who is expected to be elected to the library board by Blount County on 19 August 2021.

Chelsea Tarwater shared a presentation given to Ed Harmon, a prospective donor who wants to donate \$25,000.00 for the Children's department.

Dawn Regan made a motion to accept the donation of \$25,000.00. Susan Williams seconded. The motion carried.

Approval of Minutes: Stephanie Thompson made a motion to approve the 20 July 2021 Meeting minutes. Jesus Ortega-Valenzuela seconded the motion. The motion carried.

Report of Board of Trustees Chair by Andy Simon:

- Andy gave a recap of a meeting with Ed Harmon about his donation.

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

- The August 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 shared updated dates for the community survey focus groups.

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- Anjanae reported on conversations with Andy and Stephen Kelly, another donor to the library, and the Foundation board, and explained that when donations over a certain amount are made to the library, the director, a Foundation member, and Board of Trustees member should be brought into the discussion.
- Anjanae gave updates on the basement and book drop automation projects.
- Anjanae asked the board to discuss the hiring of only full-time positions until a new director is hired. The board clarified that if a full-time position is vacated, it should be filled with a full-time position.
- Anjanae answered questions from the board.
- Anjanae gave an update on staff safety precautions and input on rising Covid numbers.

Report of Foundation Board, Angela Quick

- The Foundation for the Blount County Public Library August 2021 Report was distributed by email prior to the meeting.
- Angela Quick reported on the August 2021 Foundation Meeting.
 - The Foundation met Friday, 13 August, 2021 with Andy and Anjanae to discuss capital projects and take a tour of the library to see proposed project locations.
 - The Foundation discussed the handling of restricted gifts, which is when a donor only wants to give money for a specific project..

Report of Friends of the Library, Bruce Robertson

- Bruce Robertson gave an update on the Friends.
 - eBay is bringing in over \$8,000.00 a month.
 - The next quarterly book sale will be held 9-11 September 2021. 9 September will be for members only. 10 and 11 September will be for the public.
 - The teacher sale brought in \$1,100.00.
 - The Friends have decided to require masks for volunteers in the basement, and will likely request the same for the quarterly sale.
 - The Friends board decided not to support the community market next year.

Report of Ocoee River Regional Library, Liz Schreck

- The Ocoee River Regional Library August 2021 Report, and the READS FY 2020-21 Data Statistics were distributed by email prior to the meeting.
- Liz was unable to attend.
- Anjanae shared that the annual trustee workshop will be held on 28 September 2021 in person or possibly virtually.

Old Business

- Stephanie Thompson shared an update from the Library Director Search Committee.

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- Applications are currently being accepted and preliminary interviews are scheduled for 20 and 22 September. Final interviews will be held on 14 and 15 October, as will the community reception and dinner.
- The Director Search Committee proposed that the library close to the public at 2 p.m. on 14 October 2021 and not open to the public until 2 p.m. on 15 October 2021.

Jesus Ortega-Valenzuela made a motion to close the library at 2 p.m. on 14 October 2021 and open at 2 p.m. on 15 October 2021. Dawn Reagan seconded the motion. The motion carried.

- Anjanae shared feedback received from Attorney Craig Garrett on the proposed sex-offender policy and clarified the changes.

Stephanie Thompson made a motion to accept the proposed sex offender policy. Logan Hill seconded the motion. The motion carried.

- Anjanae shared changes to the policy review timeline and presented the proposed changes to the Gift Policy, the Code of Ethics Policy, and the Conflict of Interest Policy.

Stephanie Thompson made a motion to approve the conflict of interest policy with the proposed revisions. Dawn Reagan seconded the motion. The motion carried.

Stephanie Thompson made a motion to create a subcommittee to review gifts to the library of physical properties made up of a Foundation member, a staff member, and a Board of Trustees member. Susan Williams seconded the motion. The motion carried.

- Andy asked that the spelling of 501c3 be changed in the Gift Policy.

Jesus Ortega-Valenzuela made a motion to approve the Gift Policy with the proposed revisions. Logan Hill seconded the motion. The motion carried.

Logan Hill made a motion to accept the Code of Ethics Policy with the proposed revisions. Stephanie Thompson seconded. The motion carried.

New Business

- Anjanae presented the proposed 2022 building closures schedule in accordance with the County's holiday memo.

Logan Hill made a motion to accept the proposed 2022 building closures schedule. Dawn Reagan seconded the motion. The motion carried.

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- Anjanae shared the updated BCPL Staff COVID-19 Decision Tree and stated that the library is tracking the county numbers.

Funding Requests:

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

Important Dates

Other Library Meetings

Blount County Commission Meeting – 19 August 2021, 7:00 pm – BC Courthouse

Blount County Friends of the Library – 27 July 2021, 4:00 pm – via Zoom

Foundation for the Blount County Public Library - 13 August 2021, 8:30 am - via Zoom

Maryville City Council - 3 August 2021, 7:00 pm - Maryville Municipal Bldg

Alcoa Board of Commissioners - 10 August 2021, 7:00 pm - Alcoa Municipal Bldg-Virtual & Closed to the Public

Motion to Adjourn:

Dawn Reagan made a motion to adjourn the meeting. Susan Williams seconded the motion. The motion carried.

The next Library Board Meeting will be held on 21 September 2021, at 5:30 pm, in the Dorothy Herron Room.

Respectfully submitted,

Anna Gombert