



## Board of Trustees Meeting 19 October 2021 Minutes

**Trustees Attending:** Chair Andy Simon, Lauren Emert, Jesus Ortega-Valenzuela, Dawn Reagan, Stephanie Thompson, Susan Williams, Timothy Moore

**Staff Attending:** Anjanae Brueland, Anna Gombert, Cynthia Spitler, Brennan LeQuire

**Visitors:** Angela Quick - Foundation for the Blount County Public Library; Dick Burgess- Friends of the Blount County Public Library

**Guests:** Andrew Jones - The Daily Times, Alan Bird

**Call to Order:** Chair Andy Simon called the Blount County Public Library Board to order on 19 October 2021 at 5:31 pm.

Andy asked Anjanae to expand on the Back in the Fold award that was mentioned at the last board meeting. Anjanae shared that Accounting Clerk II, Lea Yoder, oversees collections accounts and has brought humanity to the process. Because of her work, we have seen patrons make payments towards their collections amount and we have one of the largest return rates of patrons “back into the fold.”

**Approval of Minutes:** Lauren Emert made a motion to approve the 21 September 2021 Meeting minutes with corrections. Timothy Moore seconded the motion. The motion carried.

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

- Andy shared that he had spoken to a group of about 35-40 people about the library the previous week and one thing that came up was the cost of cards. Andy would like the board to discuss the cost of out-of-county cards at a later meeting.
- Anjanae answered questions about the different types of library cards available, out-of-county, out-of-county e-card, etc.

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

- The October 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 updated the board on upcoming and past programs.
- Anjanae answered questions from the board about the Automated Materials Handling System and RFID research.
- Anjanae asked the board to consider the Foundation Funding Request for the AMHS presented at the last board meeting.

## Board of Trustees Meeting 19 October 2021 Minutes

Stephanie Thompson made a motion to present the funding request of \$151,267.87 for the Automated Materials Handling System to the Foundation for funding. Dawn Reagan seconded the motion. The motion carried.

- Angela Quick shared that the next Foundation Meeting is November 12.
- Joseph Construction has sent pricing and drawings for the construction of the wall in the teen room. The funding request has not yet been submitted because she is still waiting on some quotes on the technological aspect of the Kelly Donation.
- Anjanae answered questions from the board about the Shakespeare Garden and other Facilities team projects. The board asked that a list of facilities projects be included in the next board packet.
- The funding requests for the Harmon donation for the Children's area will be in the board packets as Covid numbers decrease in the county.
- Anjanae reported that she met with Robert McClelland regarding the public survey results and that the next board packet will include the survey's findings.
- The board requested that the policies up for revision in November be postponed until January.
- The Public Library Standards Survey has been completed.
- BCPL received the ARPA grant award letter that has funded approximately \$24,000 with a \$4,000 match.
- Anjanae answered questions about the financial report.

### Report of Foundation Board, Angela Quick

- The Foundation for the Blount County Public Library October 2021 Report was distributed at the meeting.
- Angela reported on the Foundation Board's participation in the director candidate interviews and thanked the search committee and board for their work.
- Angela Quick reported on the October 2021 Foundation Meeting.
  - The Foundation Board has appointed Bill Pope to serve as the Foundation representative on the Gift Committee.
  - The Foundation has a final draft of their gift committee.
  - The Foundation has set their goals for the end of the year.

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

- Bruce Robertson was unable to attend. Dick Burgess gave an update on the Friends.
  - The Friends have been working closely with the library's maintenance staff for the downstairs move, and have no intention of shutting down their operations during the move.
  - The second quarterly book sale starts 2 December.

**Board of Trustees Meeting  
19 October 2021 Minutes**

- o The Friends have worked with Daikan to explore a lighting change for the downstairs work space.

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

- The Ocoee River Regional Library October 2021 Report, and the READS FY 2020-21 Data Statistics were distributed by email prior to the meeting.
- Liz Schreck was unable to attend.

**Old Business**

- Stephanie Thompson gave an update from the Library Director Search Committee and thanked the staff, the Friends, and the Foundation for their participation in the interview process. The candidates had shared with Stephanie that they felt vetted and appreciated the process.
- Anjanae thanked the search committee and Stephanie for their work and for including the staff.
- Andy shared that he was in contact with all three candidates, and that a gift was given to the three volunteer members of the search committee on behalf of the Friends and the board. All outstanding receipts from director search activities should be given to Anjanae.
- Anjanae answered questions about the proposed revisions on the Employee Handbook. Stephanie asked that on page 7, work week be split into two words instead of one.

Dawn Reagan made a motion to accept the proposed employee handbook with Stephanie's proposed change. Jesus Ortega-Valenzuela seconded the motion. The motion carried.

**New Business**

- Andy asked the board to look over the “10 Things Every Board Member Should Know and Understand” document included in the board packet.
- Andy gave the library kudos for the most recent newsletter.

**Funding Requests:**

- Anjanae presented the following Friends requests:
  - o There were no Friends Funding Requests for October 2021.
- Anjanae presented the following Foundation funding requests:
  - o The Automated Materials Handling System Foundation Funding Request was presented during the interim director's report.

**Board of Trustees Meeting  
19 October 2021 Minutes**

**Important Dates**

Other Library Meetings

Blount County Commission Meeting – 21 October 2021, 7:00 pm – BC Courthouse

Blount County Friends of the Library – 26 October 2021, 4:00 pm – BCPL

Foundation for the Blount County Public Library - 12 November 2021, 8:30 am – BCPL

Maryville City Council - 2 November 2021, 7:00 pm – Maryville Municipal Bldg

Alcoa Board of Commissioners - 9 November 2021, 7:00 pm – Alcoa Municipal Bldg

**Motion to Adjourn:**

Dawn Reagan made a motion to adjourn the meeting. Lauren Emert seconded the motion. The motion carried.

The next Library Board Meeting will be held on 16 November 2021, at 5:30 pm, in the Dorothy Herron Room.

Respectfully submitted,

Anna Gombert