

Loudon County Library Board of Trustee Meeting

Regular Meeting Minutes

January 13, 2022

Lenoir City Library

Call to order: 5:00 by Chair, Sarah Thomason.

Present: Trustees: Cindy Benefield, Ed Donley, Sandi Jorgensen, Carolyn Page, Kyle Styer, Sarah Thomason, Phyllis Thompson, Beth Waldmann.

Directors: Carol DeForest, Susan Dorsey, Mark Williams ORRL Director, Liz Schreck.

Absent: Trustee Jo Ann Hart. Director Kate Clabough

Agenda: Approved with no additions.

Minutes: Page moved to accept the minutes of the November 18, 2021 meeting. Waldmann seconded. Motion carried.

Treasurer's Report: Report submitted. Balance is \$4346.63.

Ocoee River Regional Library Report: Report submitted. Director Schreck emphasized two aspects of her report.

Libraries need to focus more on digital books, since their usage continues to grow.

Standards reports for all library directors are very important. These standards will be useful for strategic planning.

County Liaison Report: No report.

Interim Director for Greenback Library: Thompson " moved to approve Adam Lanahan as interim director for the Greenback Library, the term ending January 18." Donley seconded. Motion carried unanimously.

Styer "moved to hire Polly Roberts to fill the position of Greenback Library director beginning January 15. She would serve until a new director can be installed and trained." Page seconded the motion. Motion carried unanimously.

Polly Roberts has been employed by the County and has worked in both the Tellico Village and Philadelphia libraries..

Committee Reports:

Budget and Finance: The budget committee has met. Page reported that the committee wishes to concentrate on obtaining additional staffing. They will meet again this month to finalize their strategy. Thomason has been asked to approach Mayor Buddy Bradshaw concerning the subject of director's pay, addressing the discrepancy between that of Level 1 and Level 3 libraries and different levels of training for the different directors.

By-Laws and Policy Development: Thomason reported that Ruth McQueen is working on a policy for the training of new library directors. Both Williams and Clabough are on her committee. She will be sending us a survey to complete.

Community Outreach: Waldmann will be meeting with organizations to seek funding for the Storybook Trail. Discussion was had about other sources of funding for this project. The board would like to have all options explored before it commits to financial support.

Waldmann will also be sending "Valentines" to our local media saying "We love the way you support our local libraries."

Nominating Committee: no report

Personnel: After the resignation of Jordan Baker from the position of Director, Greenback Library, Thompson initiated a search for a replacement. So far there are 5 viable candidates. Interviews will be conducted at the Loudon County Municipal Building on January 19. None of the 5 candidates are experienced.

Thompson is working with Barry Baker to come up with a policy concerning the issue of outsiders coming into libraries to film and photograph patrons. See attached document. The board questioned the efficacy of this document and

discussion followed. Thompson and Baker will meet with the sheriff to ask for input before bringing a recommendation to the committee.

Williams shared the policy he has used: "As long as you do not disrupt patrons, go ahead and film." He suggested that such a policy should be written and on hand to distribute as needed. This paper might also quote the law code.

Thompson thanked the Board for its input and will take this feedback to the committee.

Directors Reports: Reports attached.

Dorsey: patrons have been very understanding while the library has been in transition to the automated system

DeForest: Hours for Tellico Village Library have increased. As of March 1, the library will be open on Monday and Wednesday from 9:00 to 5:30; Tuesday, Thursday and Friday 9:00 to 5:00; Saturday; 9:00 to 1:00. That is an increase of two hours per week.

Director's expressed interest in the Ruff Reading program. DeForest agreed to share information. She stated that the program is by appointment only.

Williams: April 30 is the kickoff for the bicentennial celebration. On March 30, Ruth McQueen will be giving a history lecture at the Philadelphia Baptist Church.

Philadelphia will be forming a Friends group. Through this new group, Williams hopes to secure grants and funding for a new library building.

Thomason mentioned a suggestion that came out of the budget committee meeting and that is that the individual libraries invite county commissioners to be their guests when special events occur. It might be a great way to get the commissioners more involved in our libraries.

Discussion of Goals: Thomason has not yet pursued the subject of foundation. She will do so in the near future. She mentioned our efforts to meet the standards set by the State. She would like the committee to standardize the official reports that we get.

Update on Late Fees: A letter written by trustee Jorgensen was distributed to all present. See attached. Styer "moved that each director be allowed to set his own

policy concerning a fine-free library." Benefield seconded that motion. Motion passed, 5 to 2.

Update on Loudon Public Library Addition: Claybough and Thomason will be meeting with the county commissioner some time in January, exact date not yet determined. The subject will be the storing of records.

Library Holiday Hours: Discussion was had concerning a suggestion made last December for the library hours to be cut short by 2 hours the last day before the holiday vacation. Thomason said she did not feel comfortable making that decision without board approval. The board agreed with her choice to not make that decision.

Next Meeting: Thursday, March 10, 2022, 5:00 Lenoir City Library.

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Adjournment: 6:08.

Respectfully submitted,

Sandra Jorgensen, Secretary

Attachments:

Agenda

Treasurer's Report

Director' s Reports

Application for Photography draft

December Library Statistics

Letter concerning fine-free libraries