Loudon County Library Board Regular Meeting Minutes March 10, 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**: Kate Clabough, Carol DeForest, Susan Dorsey, Martha Guldan, Mark Williams ORRL Director, Liz Schreck.

Absent: Trustee Kyle Styer

**Guests:** Rebekah Garner, student of library science working with Susan Dorsey; Cora Smith, Philadelphia library helper, Pauline Barbour, Philadelphia library trustee to be.

Agenda: Approved with no additions.

**Minutes:** Page moved to accept the minutes of the January 13, 2022 meeting. Benefield seconded. Motion carried.

Thomason used the January minutes as a guide for discussion, noting the

## following:

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Members of the board have received a copy of the letter submitted to Mayor Bradshaw.

The survey has not yet been sent.

Barry's committee will be meeting again to discuss policy issues.

Directors are reminded to include County Commissioners as special guests when planning events.

Thomason and Clabough's request for a meeting with the County Commissioner has not come to fruition. However, Clabough received an informal assurance that such a meeting will happen.

When Thomason met with Mayor Bradshaw she requested the report pertaining to the pay for Level III Directors be sent to Tracy Blair. Blair deferred it to the next budget review, a year from now.

**Approval of Minutes from Special Called Meeting:** Thompson moved to approve. Hart seconded. Approved.

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**Treasurer's Report:** Report submitted. Balance is \$4346.63. **Ocoee River Regional Library Report**: Report submitted. Director Schreck emphasized

Inservice training featuring DeForest

National Library Week April 4-8

Annual Tennessee Library Association conference in Knoxville April 12-14

**Core Competencies Program** 

TOP grant deadline, April 7

County Liaison Report: No report.

**Committee Reports:** 

**Budget and Finance:** Report submitted. Page reported that the budget request was submitted on time. The request was for the Level III libraries to have additional staff so that there is never only one employee on duty at a time.

## **By-Laws and Policy Development**: No report.

**Community Outreach**: Report submitted. Waldmann met with the Suburbia Women's Club of Lenoir City to discuss the Storybook Trail. The result of this meeting is a \$2000 grant from the club and a letter to be added to the grant request.

Valentines were delivered to the local media.

Waldmann attended the Ocoee Marketing 101 workshop

She has reached out to Hugh Willett from the *News Herald* to invite him to story time.

**Nominating Committee**: Donley promised a report at our May meeting. Names have been submitted for Trustees to replace Donley and Thompson. They will be interviewed by the committee, Page, Hart, and Donley.

**Personnel**: Report submitted. Chair Thompson said that the directors were given the abbreviated self evaluation form once again. Both Clabough and Williams are starting Friends programs. She thanked the directors for returning

## their surveys. Thompson was thanked for her service to the Board.

**Directors Reports:** Reports attached.

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Guldan: She continues her daily training and is thankful for the support she has received. In addition, she has attended a director's round table, purchased shelving for her new materials, submitted a budget, and given out several new library cards.

<u>Dorsey:</u> 36 attended story time. Panda Express has been generous by donating book marks and gift cards.

<u>Clabough</u>: Much of her time has been taken up with grant writing and helping the new Greenback director, Guldan. She has been doing training at the Senior Center and cleaning up the genealogy section of the library. She showed the board one of the artifacts that was salvaged from the time capsule, a cylinder containing a record of the Roger Burke family.

<u>DeForest</u>: She has been adding to her repertoire of classes since suspending all due to Covid.

Williams: He is happy to have Cora's assistance in working on the ARPA grant.

**Funding for the Director's Attendance at Tennessee Library Association Conference:** There has been a request by Director's for the board to fund fees for the four director's planning on attending the conference, as well as to fund hotel costs for two of the Director's hotel costs.

4 Directors: \$130 X 4 = \$520

2 Directors: 2 nights, 2 rooms = \$648

Total - \$1,168

After much discussion, Donley moved that the board "pay fees for the 4 people who want to attend, total of \$520." Page seconded. Passed unanimously.

Following another discussion, Donley moved the board "provide \$125 to each director who attends. Directors will choose how to spend the \$125." Page seconded. Passed unanimously.

Goals: Thomason gave us a brief update on the foundation. Clayton and Sue Pangle have been asked to serve as officers on the board, along with attorney Mary Longworth. No firm answer has been given. The foundation itself is still only a suggestion, as no decision has been made.

Next Meeting: Thursday, May 12, 2022, 5:00, Philadelphia Public Library.

Adjournment: 6:30.

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Respectfully submitted,

Sandra Jorgensen, Secretary Attachments: Agenda Treasurer's Report Director' s Reports 2022 Library Director Self Evaluation Summary February Library Statistics

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