



## Board of Trustees Meeting 19 November 2019 Minutes

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

**Staff Attending:** K.C. Williams-BCPL Director, Kathy Harmon, Anjanae Brueland, Kathleen Christy

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

**Guests:** Andrew Jones - The Daily Times

**Call to Order:** Chair Susan Schneibel called the Blount County Public Library Board to order on 19 November 2019 at 5:30 pm.

**Approval of Minutes:** Andy Simon made a motion to approve the 15 October meeting minutes. Lauren Emert seconded the motion. The motion carried.

### **Report of Board of Trustees Chair by Dr. Susan Schneibel:**

- Susan S. commended K.C. and the library staff for their work on the 100th Birthday Celebration, the Cormac McCarthy Literary Festival, and for hosting the November meeting of the Ocoee River Regional Library Board.

### **Report of Blount County Public Library Director by K.C. Williams:**

- The November 2019 Board Meeting Packet, which includes the Financial Report and the 2019-20 Library Use Statistics was distributed by email prior to the board meeting.
- K.C. mentioned the Library Anniversary Gift Basket was presented to the first baby (a boy!) born on October 24, 2019, at Blount Memorial Hospital.
- K.C. and Anjanae answered questions from the board regarding the Financial Report.
- Susan S. reported the negotiations on the Maintenance of Effort agreement are ongoing. Susan plans to meet with the three entities to further discuss the agreement.
- After an in-depth discussion by the board, K.C. and Anjanae responded to questions by the board on the inter-local agreement and ongoing budget concerns.
- K.C. reported she will bring a request for fund balance to the board in January. Funds are needed to pay for new security cameras.

**Report of Foundation Board, Angela Quick**

- Angela Quick reported the Foundation Board met November 15.
- New board members were confirmed for 2020: Eliza Conatser, Jon Dockery, Jane Groff, Chad Hampton, Bill Pope, and Angela Quick. The board hopes to confirm two new members in December.
- Officers were elected for 2020
  - Angela Quick will continue as President.
  - Jon Dockery will continue as Treasurer.
  - Eliza Contser serves as Secretary.
- The board closed out the grant to C2RL, Inc. for work on next steps supporting the potential facility improvements.
- Ginger Rockers resigned as office support for the Foundation. The board is working to reorganize its office technology and management structure.
- The board is working on updating the Foundation webpage and online functions. The board is also looking at and refreshing its donor base.

**Report of Friends of the Library, Dick Burgess**

- Dick Burgess reported the Friends had book sales at both the Birthday Celebration and the literary festival.
- The Friends-published book Vietnam Voices was sold at the library's Veterans Day program.
- There will be two book talks/signings the same week as the December book sale.
- Volunteer Janine Brouillette is taking over the promotions position for the Friends.
- Susan S. expressed her gratitude to the Friends for all their work on behalf of the library.

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

- The READS FY 2019-20 Data Statistics were distributed by email prior to the meeting.
- Liz Schreck distributed the Ocoee River Regional Library October 2019 Report and discussed the upcoming training opportunities.
- Liz mentioned the Level V Director's Summit took place on 7 & 8 November in Smyrna, Tennessee.
- Liz reported that 14 of the 26 libraries in the Ocoee River Region have received funds from the 2020 LSTA tech grant.
- Liz discussed the new features on this round of the 2020 TOP grant.

**Board of Trustees Meeting  
19 November 2019 Minutes**

**Old Business**

- K.C. mentioned the Blount County Health Department gave 140 flu shots at the Free Flu Shot Clinic event held at the library today.
- K.C. reported approximately 250 people attended the 100th Birthday Celebration.
- K.C. distributed the Cormac McCarthy Literary Festival review, the festival brochure, and passed around examples of the crafts made by attendees at the festival.
- K.C. reported approximately 400 people attended the literary festival.
- K.C. shared the results of the public's evaluation of the festival.
- K.C. expressed pride in the staff for planning and running the festival.
- K.C. mentioned the Legacy Interviews will resume in January 2020.

**New Business**

- K.C. distributed the draft of the 2020-2022 Strategic Directions "Building Bridges" and answered questions by the board.
- As part of the Strategic Directions, K.C. will begin work on a Community Asset Map.
- K.C. asked the board to review the document and email their comments and questions to her.
- K.C. mentioned the following programs taking place at the library in December:
  - Songs with Santa/Knoxville Opera - Thursday, 12 December at 6:00 p.m.
  - Staff Holiday Celebration Week, 16-20 December. The schedule will be emailed to the board.
  - Winter Quest, 21 December, 1:00-4:00 p.m.
  - Area school choirs will perform in the Main Gallery throughout the month of December.

Susan S. made a motion to cancel the December Board of Trustees meeting. Jesus Ortega-Valenzuela seconded the motion. The motion carried.

**Funding Requests:**

- K.C. presented the following Friends request:
  - There were no Friends funding requests for November 2019.
- K.C. presented the following Foundation funding requests:
  - There were no Foundation funding requests for November 2019.

K.C. distributed the Organizational Chart with the number of full-time and part-time staff in each position included.

**Board of Trustees Meeting  
19 November 2019 Minutes**

**Important Dates**

**Other Library Meetings**

Blount County Commission Meeting - 19 December 2019, 7:00 pm – BC Courthouse  
Blount County Friends of the Library – 28 January 2020, 4:00 pm – KP Boardroom  
Foundation for the Blount County Library - TBD 2020, 8:00 am - KP Boardroom  
Maryville City Council - 3 December 2019, 7:00 pm - Maryville Municipal Building  
Alcoa Board of Commissioners - 10 December 2019, 7:00 pm - Alcoa Municipal Building

**Motion to Adjourn:**

Cathy Hammon made a motion to adjourn the meeting. Stephanie Thompson seconded the motion. The motion carried.

Next Library Board Meeting – 21 January 2020, 5:30 pm - Kathy Pagles Boardroom

Respectfully submitted,  
Kathy Harmon