



Board of Trustees Meeting 18 August 2020 Minutes

In accordance with the Governor's Executive Order No. 51 regarding limiting gathering to prevent the further spread of COVID-19 and allowing public meetings to be conducted by electronic meetings, the 18 August 2020 Blount County Public Library Board of Trustees Meeting was held electronically via Zoom.

Trustees Attending: Chair Andy Simon, Jesus Ortega-Valenzuela, Dawn Reagan, Susan Schneibel, Stephanie Thompson, Susan Williams

Trustees Unable to Attend: Lauren Emert, Cathy Hammon, Logan Hill

Staff Attending: K.C. Williams - BCPL Director, Kathy Harmon, Anjanae Brueland, Ari Baker, Cynthia Spitler, Kathy Thompson, Judith Belew, Brennan LeQuire

Visitors: Bruce Robertson - Friends of the Blount County Public Library; Liz Schreck - Ocoee River Regional Library

Call to Order: Chair Andy Simon called the Blount County Public Library Board to order on 18 August 2020 at 5:30 pm.

Approval of Minutes: Stephanie Thompson made a motion to approve the 21 July Meeting minutes. Susan Schneibel seconded the motion. The motion carried.

K.C. Williams mentioned a Staff Development Day has been added to the agenda under New Business.

Report of Board of Trustees Chair by Andy Simon:

- Andy reported he and K.C. have a meeting with the Maryville City Council to go over thoughts on the idea of adding a public restroom on library property to serve the proposed pavilion. State Representative Bob Ramsey will also be in attendance.
- After an in-depth discussion, K.C. and Andy answered questions from the board.

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

- The August 2020 Board Meeting Packet, which includes the Library Director's Report, the Financial Report, and the 2020-21 Library Use Statistics was distributed by email prior to the board meeting.
- K.C. reported on the Library Phase II Reopening and answered questions from the board.
- K.C. mentioned the original order of security cameras have been installed. Nine cameras were inadvertently left off the order by the installer even though they were called for on the plans and

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have been ordered separately. The Library was not charged originally for these cameras. The nine additional cameras will be installed when they arrive.

- K.C. stated the LED replacement lighting has been delivered. The installation will begin tonight.
- K.C. announced the CARES grant funds award will be used to purchase COVID cleaning equipment.
- K.C. discussed the 2021 Budget Adjustment and answered questions from the board.

Report of Foundation Board, Angela Quick

- Angela Quick was unable to attend.

Report of Friends of the Library, Bruce Robertson

- Bruce Robertson gave an update on the Friends.
 - eBay continues to be very strong.
 - The Friends of the Library bookstore is up and running.
 - The Community Market is gaining traction on Saturdays. Wednesdays still have small attendance.
 - The basement book sales are now every Saturday or by appointment with the Friends.
 - Bruce mentioned volunteers are concerned about working in the building due to COVID-19.
 - The amount of book donations continues to increase.

Report of Ocoee River Regional Library, Liz Schreck

- The Ocoee River Regional Library August 2020 Report, the READS FY 2020-21 Data Statistics, and the Support Rankings for Tennessee Libraries by County were distributed by email prior to the meeting.
- Liz Schreck discussed the August ORRL Report.
 - Liz discussed the upcoming training opportunities.
 - Liz mentioned new information continues to be added to the TSLA COVID-19 Libguide.
 - The annual Public Library Survey will open on 1 September 2020 and will include modifications made by libraries to continue serving their communities during COVID-19.
 - The CARES Act Grants have been awarded.
 - The deadline to apply for the 2021 LSTA Tech Grant has been extended to 10 August 2020.
 - The state's temporary allowance for electronic board meetings was extended to 29 August 2020.
 - The completed Maintenance of Effort form is due to the regional library by 31 October 2020.
 - Libraries can now spend the first quarter state materials allocation funds.
- Liz discussed the Support Rankings and answered questions from the board.

Old Business

- K.C. mentioned there is nothing new to report on the Strategic Directions 2017-2019 Status Report and the Strategic Directions 2020-2022.
- Andy Simon gave kudos to Ari Baker and Anjanae Brueland for their good work on writing the Social Media Policy.
- K.C. requested the board look at the Draft Social Media Policy and send her any comments or questions.
- K.C. will present a final draft of the policy for the board to vote on at the September board meeting.
- K.C. discussed the DRAFT COVID Response Policy and answered questions from the board.

Susan Schneibel made a motion to approve the COVID Response Policy as written with the understanding that edits to the document will be made as needed. Susan Williams seconded the motion. The motion carried.

New Business

- The 2020-21 Adjusted Budget was discussed during the Director's Report.
- K.C. requested the library be closed on Friday, 11 September 2020 for Staff Development.

Jesus Ortega-Valenzuela made a motion to close the library on Friday, 11 September 2020 for Staff Development. Stephanie Thompson seconded the motion. The motion carried.

Funding Requests:

- K.C. presented the following Friends request:
 - There were no Friends Funding Requests for August 2020
- K.C. presented the following Foundation funding requests:
 - There were no Foundation Funding Requests for August 2020

Important Dates

Other Library Meetings

Blount County Commission Meeting – 20 August 2020, 7:00 pm – BC Courthouse via Zoom
Blount County Friends of the Library – 25 August 2020, 4:00 pm – KP Boardroom
Foundation for the Blount County Library - 4 September 2020, 8:00 am - via Zoom
Maryville City Council - 1 September 2020, 7:00 pm - Maryville Municipal Building

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Alcoa Board of Commissioners - 8 September 2020, 7:00 pm - Alcoa Municipal Building-Virtual & Closed to the Public

Motion to Adjourn:

Susan Williams made a motion to adjourn the meeting. Jesus Ortega-Valenzuela seconded the motion. The motion carried.

Next Library Board Meeting – 15 September 2020, 5:30 pm - Sharon Lawson Room and via Zoom

Respectfully submitted,
Kathy Harmon