

The Spring Hill Library Board of Trustees Meeting Minutes

March 8, 2022 6:00 PM
Spring Hill Library

Meeting called by: Chairman Brandon McCulloch

Members: Brandon McCulloch, Gail Adkins, Tara Ebert, Dee Neuman, Alicia Fitts, Vicki James, John Canepari

Others in Attendance: Dana Juriew, Amber Halter, Anne Osborne, Naomi Derryberry

Agenda

Call to Order -- At 6:00 pm

Stipulation of LBOT Members: All Members Present but John Canepari

General Announcement

The procedural rules for public comment will be as follows: Items are taken in order of the agenda. Audience members wishing to speak must be recognized by the Chairman and will have five minutes to address the Library Board of Trustees. No rebuttal remarks are permitted.

Public Comments -- None

Consent Agenda

Approval of Minutes – Brandon approves, Vicki Seconds; Passes

Reports

Director's Report: Dana Juriew

Staff

Two new employees, Krystle Strange (Full-Time Library Technician I) and Jessy Rieman (Part-Time Library Technician I) started March 7. Leigh Meyer and Larisa Elder have resigned.

Budget

Last Thursday and Friday, March 3-4, Dana attended a budget meeting with all department heads in which we agreed on each department's budget and request for new resources. This package will be shared with BOMA. Library budget passed as shared today. No new requests for personnel or equipment were made without a new building in which to place them. Most increases were inflationary. In capital, \$100,000 was approved (at the department head and City Administrator level) for new carpeting, paint and parking lot restriping. Money will be requested from Adequate Facilities for an environmental study to determine if the new library can be built on the hill next to City Hall. In this meeting, Pam indicated the library should be prepared for design plans in FY 23-24 and building in FY 24-25. Let's keep in mind the strong possibility of a financial recession.

Budget requests have been submitted to both Williamson and Maury Counties. Dana has requested \$30,000 from Williamson and \$30,000 from Maury. Williamson Commissioners will discuss on April 12. Maury's date is still TBD.

Amber continues to administer the \$32,000 ARPA grant. The partitions have arrived; the Zenbooths arrive soon.

Programming and Outreach

Outreach and Teen Coordinator Jessica Gray ran two self-defense classes, one for teen girls and one for teen boys that were highly successful with over 50 teens. Spring Hill Police Department participated and discussed personal safety and consent. Jessica has done a solid job of expanding programming for adults as well as teens, as you can see showcased in the library's newsletter.

The Historic Commission, SHPL and FOL rescheduled the February presentation of the Speaker Series due to weather. Maury County Historian JoAnn McClellan, who is also the chair of the African American Heritage Society, will now present in April about education for African-American children in Maury County since the Civil War. On March 22, Phil Bennet will talk about the lumberjacks of Spring Hill and the impact of the logging industry.

Friends of the Library are planning to help the city celebrate Founder's Day on May 7th by hosting Gwynne Evans and some historic artifacts from his Spring Hill collection. We'll also feature Library Founder Mrs. Pat Selle. Brandon McCulloch will be showcasing prize-winning tractors at Rippavilla.

Tax help with United Way's VITA has grown to twice weekly, with the possibility of adding Saturdays.

On Wednesday, March 30, the LBOT will tour the State Library and Archive in Nashville with members of Brentwood's LBOT and Williamson County's LBOT.

Dana has attended more FEMA ICS trainings and will participate in a departmental table-top exercise both at the Williamson County Emergency Management Center and at City Hall in April. These exercises will prepare us in case of a disaster such as tornado or flood, both in serving the public as a day shelter and record center or in our own recovery should the library building be damaged. Amber and Janice will be trained in subsequent exercises.

Budget Report: Dana Juriew

Budget for 2021 – 2022 was presented as of 3/4/2022 with no issues.

Buffalo River Regional Library: Anne Osborne

Tennessee Advisory Council on Libraries is looking for a representative from the Buffalo River Region to serve on this Advisory group.

Trustee Orientation for any new or current trustees.

Core Competencies Online Training for Tennessee library staff.

Friends of the Library: Naomi Derryberry

Will be putting Pavers down at Library that will be able to move . 265 Bricks were sold.

Do a sign like what the like Boy Scouts to direct people to area.

Continue raising funds for Makers Space. Purchasing a Fire proof cabinet

Book sale will take place on April 30, 2022

New Offices on board: Naomi Derryberry President; Wendy Lord Vice President; Denise Chapman Secretary and Dee Neuman Treasury

Working on Policy and Procedures manual and updating web site.

Old Business

LBOT By-Laws: Dana Juriew and Brandon McCulloch

Discussion and changes to Existing LBOT by-Laws by adding State language.

Motion to accept as changed Alicia Fitts, Seconded by Vicki James. Approved by all

State Standards: Dana Juriew

Talked about areas that library needs to work on

Foundation Update: Dana Juriew

No new updates

ARPA Grant: Amber Halter

Money has been allocated for items. All items ordered.

Public computer delivered but not assembled. Have 12 of them to be assembled.

Zin Booth should be here next Friday. Comes unassembled but will have company do it.

Material items for grant were to be digital and physical material. Digital items were eliminated from items.

Moved to all physical material items and working on ordering new Juvenile and Young Adult books.

New Business

Discussion of non-resident membership fees: Dana Juriew and Brandon McCulloch

Have a total of 6335 borrows that are outside Maury and Williamson County.

Currently we receive a total of \$56165 from Williamson (\$26165) and Maury (\$30000) under the premise that we do not charge their residents.

FY 22-23 and 23-24 Budget Report: Dana Juriew and Brandon McCulloch

Reviewed Proposed budget for 23-24 but not approved yet.

Easter Holiday: Dana Juriew

Good Friday closed with City. Saturday is not a holiday that other library have.

Having Saturday day off and making it a part of policy. Not at this time.

Other Business

None

Public Comments None

Next scheduled meeting: May 10, 2022 @ 6:00 PM

Motion to Adjourn -- Dee Neuman motion; Seconded by Tara Ebert ...approved by all at 8:15pm