

# The Spring Hill Library Board of Trustees MINUTES

July 12, 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

Visitor: Brandi Alderson

## Agenda

Call to Order – by Brandon McCulloch at 6pm

Stipulation of LBOT Members Present – Absent are Alicia Fitts and 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 from March 8, 2022 by Gail Adkins and seconded by Vicki James. All voted in favor.

Reports

### **Director's Report: Dana Juriew**

#### Budget

FY 22-23 Library Budget passed by BOMA as presented in the March meeting. The finalized budget has yet to be loaded into Tyler, but a draft has been provided.

#### Staff

Susan Martin has resigned her position. Her last day will be July 16. HR will post the position once the new hourly salary has been set.

BOMA approved 6% raises for all staff as well as a nice bonus check to cover inflationary expenses and gas for those who drive personal vehicles to work.

#### Training

All staff have completed state-required training.

#### Summer Reading

After removing the moms who had signed up only so their children could participate, we had 1013 participants this year, 13 over the goal! This was a raging success!

Marsha and Jessica did an incredible job of planning, coordinating and creating unique programming (18 adult programs, 25 children's, 1 juvenile, 5 teen, and 2 all ages programs, totaling 51), with 4,225 attendees!

### Outreach

Jessica and Amber hosted the Library/Friends of the Library booth at Experience Spring Hill. They brought back some great feedback on how we might do better with 2 booths next year, one with the City and keep the one in the Kids' area. If we can do that at no additional cost, we will. We'll also be purchasing new tablecloths and a portable display.

Dana, Brandon and Jessica met with UAW Local 1583 to discuss future partnerships. They have been promoting our Summer Reading program to their membership and have donated \$500 for next year's Summer Reading Program.

### Tech

New and improved phones have been installed by IT. Amber has made sure the transition has occurred smoothly.

#### **Budget Report: Dana Juriew**

The 2021 – 2022 Budget was over by \$6,000.00 due to Children Books weeding project and computer software renewal that shouldn't have been done.

#### **Buffalo River Regional Library: Anne Osborne**

The training for the new fiscal year has been sent out to the directors of libraries in Buffalo River Region.

The new State Librarian has been appointed. It is James (Jamie) Ritter. He is currently serving as the State Librarian of Maine. He will begin work in Tennessee on July 25, 2022.

The trustee workshop will be held this year on Tuesday October 4, 2022 at the John P Holt Brentwood Library.

Core Competencies Training has been moved to Online training.

#### **Friends of the Library: Naomi Derryberry**

This Saturday, July 16, 2022 will have a PopUp sale from in honor of Mickie Lance from 10 am to 2 pm.

Our Quarterly book sale will be July 30, 2022 from 9 am to 3 pm.

The Pavers, that were a fund raiser from 3 years ago, will be put down this week at the present library.

Last month sent out our first newsletter to all Friends of the Library members. This was welcomed with positive response from members. Currently have 100 members.

Next general meeting will be July 20, 2022 at 5:30 at the Library.

## Old Business

### **Foundation Update: Dana Juriew**

Received a \$100.00 donation and \$200.00 from HomeSchool BookSale.

Total in account is \$16,750.00

### **Grants: Amber Halter**

The following grants have been completed and all paperwork have been submitted:

TOPS and ARPA

### **Summer Reading: Dana Juriew**

This was covered in the Directors Report.

## New Business

### **City's Naming Policy: Dana Juriew and Alicia Fitts**

Discussion on City's Naming Policy.

Dana encouraged Board to be at BOMA meeting for vote on July 18, 2022.

### **Annual Work Plan submitted to BOMA: Dana Juriew**

Recruit members for Library Foundation to fund-raise for new building (LBOT subcommittee has formed).

Environmental study for land for new library (\$37,000 requested in capital for FY22-23)

Paint interior, replace some carpet and repair and restripe parking lot (\$100,000 requested in Library capital for FY22-23).

Tech plan after consult for low-vision and deaf and hard-of-hearing adaptive equipment (Will seek grants, donations and request funds in FY23-24 if needed).

Plan and implement Storytime on the Spectrum for autistic children (working with Maury CASA, funded from within operating budget for FY22-23).

**New Assistant City Administrator: Dana Juriew**

The new Assistant City Administer is Tony Tolstedt and will start on 8/4/2022

He will be at our September 13,2022 meeting.

**Other Business**

Have two open places for board due July but has been postponed to August.

Public Comments None

Next scheduled meeting: September 13, 2022 @ 6:00 PM

Motion to Adjourn at 7:10 pm by Gail Adkins, Seconded by Dee Neuman