

**Minutes of the Lawrence County Public Library
Board of Trustees Meeting
November 12, 2024**

Board Members Present: Judy Heffington, Secretary, Mignon Beard, Jane Jennings, Vice Chairman Brent McKamey, Kaye Skillington and Nancy Brewer.

Library Staff Present: Director Teresa Newton, Assistant Director Marie Brennan

Regional Library Staff Present: Marion Bryant

In the absence of Chairman Lucas Hunt, Vice Chairman Brent McKamey called the meeting to order and asked for public comments. No public comments were made. A motion was made to accept the minutes of the September meeting. The motion was seconded and approved by the board members.

Agenda Topics:

Old Business:

- The TN State Library Trustees' workshop was reported on by Jane Jennings. Attendees at the event were Teresa Newton, Kaye Skillington, Judy Heffington and Jane Jennings. All agreed the workshop was very informative and interesting. The guest speakers spoke on topics that were relevant to the board members.
- Jane reported on the search for a new director to replace Teresa who is retiring at the end of this year. As of this date, only one application has been received. The deadline for applications is November 19. Interviews will be completed????? by December 3 and a decision made by December 18. On January 1, the offer for director will be made.

New Business:

- Teresa gave a report on the budget. She spent 33.52% of funds and purchased a printer for the Loretto branch. In addition, 5 mini computers were bought to be used as search stations. The price was about \$120 each and Hickman County reported that after several months, they are working very well.
- As of November 12, full time positions are 40 hours per week and less for part time while 30 hours will be the limit for the Loretto branch.

Local Report:

- Teresa reported 512 new items have been added in September and October. Items are still being deleted from the library's database, especially those that had been marked "lost" prior to January 2024.

- Staff training was held and members completed the webinar *Stop Telling Your Staff to be Compassionate*.
- Teresa reported Hoopla downloads were changed from 15 to 10 per patron in order to maintain the monthly budget for Hoopla.
- Marie and Anna hosted a program for adults which featured the two NASA engineers who took part in the summer teen program. There were 19 attendees. Marie and Anna met with developers of a new program and brainstormed with them, then proofed the work that contributed to the development of a new webinar for GSAWN-NGCP. The library received a stipend for the NASA program for teens. The new one will be an Arts and Astronomy program for NASA's Universe of Learning.
- The Friends and Crafting groups are making gifts for nursing homes and assisted living facilities. The supplies were purchased by the Friends.
- The Friends book sale was successful with \$4,250 in proceeds. A search is underway for a new treasurer after the previous treasurer moved out of state.

Regional Report:

- Marion discussed whether library directors qualified for overtime pay or comp time.
- Marion reports also that she met with directors and two libraries in our region, Giles County and Minor Hill, who are getting grants for expansion and improving community relations.

Before the meeting adjourned, Nancy announced a grant for Broadband Communication from the state which will be announced in the new year.

Teresa added another remark about the Summertown library reopening with a limited schedule. A local teacher will be overseeing it. Sandy Curtis, the former librarian and teacher passed away this past summer after working diligently on getting a library there.

Meeting was adjourned.
Submitted by Judy Heffington, Secretary