

Loudon County Library Board Meeting
Thursday, Jan. 4th, 2024
Lenoir City Public Library

Call to Order: 5:00pm by Chair Ruth McQueen

Present:

Trustees: Ruth McQueen, Cindy Benefield, Pauline Barbour, Diane Strever, Brandy Styer, JoAnn Hart, Eileen Connolly and Beth Waldmann

Directors: Kate Clabough, Mark Williams, Martha Guldán, Susan Dorsey and Carol De Forest

Absent: Trustee Amy Jo Cook

Library Board/Library Nametags: McQueen asked which Library Board members and Library Directors need nametags. Clabough previously ordered the magnetic nametags through Amazon. Additional nametags will be ordered for those without.

Public Comment: None

Approval of Nov. 2, 2023 Meeting Minutes: McQueen noted a correction was needed to the Imagination Library survey. The survey is being completed across the state not the county. Hart made the motion to accept the minutes of the November 2, 2023 meeting. Benefield seconded. Motion carried.

Ocoee River Regional Library Report: Report attached.

County Liaison: No report. Liaison Anita Wells and Loudon County Mayor Buddy Bradshaw are expected to attend the March 7th, 2024 Library Board Meeting.

July Meeting: McQueen pointed out the regularly scheduled Library Board meeting falls on July 4th this year. Styer made a motion to move the meeting to Thursday, June 27th. Barbour seconded the motion. The motion carried. McQueen will notify the county so the website can be updated.

Library Board/Directors Goals, Aspirations & Dreams: McQueen asked all in attendance to share their goals, aspirations and dreams for the coming year. Clabough hopes to “hit the reset button” after problems with the Loudon Library website and Facebook page. Williams hopes we can keep the momentum going on Loudon County Library Month. Both Styer and Barbour applauded library directors for doing a great job. DeForest would like one more staff person for the Tellico Village Public Library. Dorsey would like a full-time staff person for the Lenoir City Public Library and more space. Guldán hopes to provide more programming at the Greenback Library. She plans to offer passive programming through centers. Guldán also hopes to work around space limitations. Benefield said Guldán is doing a wonderful job. She hopes to assist Guldán by continuing to work on an active Friends group. Connolly would like to increase

library awareness across the community. Hart would like to see more library/Library Board presence at community events like the Lenoir City Arts & Crafts Festival. Waldmann would like to continue outreach to local media and begin work on a second storybook trail.

Tellico Village Library Funding Update: DeForest reports the Tellico Village library has received enough funding through community donations to make it through the fiscal year.

Standing Committee Reports:

Budget: No report.

Bylaws: No report.

Community Outreach: No report.

Personnel: No report.

Library Directors' Reports: Reports attached.

Lenoir City: No report additions.

Loudon: No report additions.

Tellico Village: No report additions.

Greenback: No report additions.

Philadelphia: No report additions.

Imagination Library Update: McQueen reports there are no new updates on the state of Imagination Library in Loudon County. As previously reported, Imagination Library for Loudon County costs \$25,000 per year. Help is needed to continue Imagination Library in Loudon County. The Loudon County Education Foundation (LCEF) is holding an essay contest for third and fourth, fifth and sixth and seventh and eighth graders in the county. McQueen asked for volunteers to judge. Barbour and Hart volunteered.

Library/County Collection Development/Weeding Policy: All five library directors have already submitted policies to Ocoee River Regional's Liz Schrek. Schrek had previously made editing suggestions for the policies. Benefield made a motion that "The library directors presented updated collection development and technology policies in order to comply with the requirements of the annual library service agreement." Hart seconded the motion. The motion carried. McQueen plans to discuss with Schrek a possible blanket policy for the county moving forward.

Tellico Village Library Collection: DeForest reports three to four weeks ago the Tellico Village Conservative Club sent a letter expressing their concern the Tellico Village library was buying too many anti-Trump books. The group suggested 35 to 50 books the library should consider purchasing. DeForest has notified the Ocoee Regional River office of the letter and provided a copy to the office. DeForest has drafted an official response letter to the group. She has asked the library board members to review the letter and provide feedback.

Other Business: Extra copies of the Tennessee standards passed out to those not in attendance at the previous meeting.

Board Meeting Date: The next board meeting will take place on Thursday, March 1st at the Lenoir City Public Library.

Adjournment: 6:00pm

Respectfully Submitted,
Beth Waldmann, Secretary

Attachments:

Ocoee River Regional Report

Director Reports

Greenback Public Library Director's Report

January 2024

-Revised GBPL Policy Manual, including Collection Development and Technology sections.

-Participated in Continuing Education Webinar: Chat GPT in the workplace.

-Purchased physical and digital titles with Round II of State/Federal funding.

-Attended Conflict Resolution CE training provided at the Ocoee Regional office.

-Received Children's book packets from the Governor's Early Literacy Foundation.

-Processed, processed, processed Pettway and State funded materials, with more to come.

LCPL DIRECTOR REPORT

JANUARY 2023

It has been a great two months at LCPL!

- Our Crafter's Group continues to grow! We have attracted regular patrons and brand-new ones! It has been wonderful having the group meet in the atrium, they attract a lot of positive attention!
- We have ordered 5,000 new patron cards from Rainbow Printing after confirming that their proofs work with our system and scanners. Huge thanks again to Carol for sharing the contact!
- We have ordered ~ \$1,000 of large print books from Amazon and ~\$1,000 of half price large print books from GALE/CENGAGE with our Pettway grant funds so far. All books have been processed and are out for circulation.
- We have ordered \$500 in Audio Books on CD from Blackstone Audio.
- Three new patron computers installed by County IT!
- Inventory is over! Whew! It was surprising how many issues we found in just one year from the previous inventory. Issues have been resolved and the stacks are as organized as they can be! We would like to schedule next year's inventory in October to decrease the number of Fridays that we are closed in November due to holidays.
- We are happy to have two MLS students assist LCPL next semester. One student will be doing clinical hours here, and one will be doing a practicum focused on increasing our Spanish language collection and increasing outreach to our Spanish population.
- I was invited to read to the preschool classes at Harrison Hills preschool. I was able to leave info packets in English and Spanish about the library for the children to take home to their parents.
- Ruth McQueen was kind enough to stop by the library and sign the DAR agreement to store their reference materials at LCPL. The DAR has been given a copy of the signed contract and I expect we will move forward with cataloging their donations in the new year.
- The DAR was kind enough to present us with goody bags and a new children's nonfiction book in November. They do a lot to support us.
- All staff continue to work on CEUs.
- Our New Collection Development policy in place per state instructions. First round of titles was sent to the board at the end of November.
- We returned 26 books to McNaughten/Brodart
- I was able to host 68 high school kids from Greenback High School and inform them of the library services offered. They were a great group touring local community colleges!
- I have reviewed and created an Emergency Notebook for LCPL from the example in the Succession Guide to libraries distributed at the last board meeting. I will have emailed a copy to the board before the January 2024 meeting.

Loudon County Library Board
Thursday, June 24th, 2024
Library Director Reports

Lenoir City Public Library
Submitted by Susan Dorsey

We hosted a Diaper Drive/Mother Resources Fair which was set up by a variety of community resource agencies. In slightly over two hours, we had 380 people attend. This is a new record for us as far as I know! Our fb views for the event reached over 15,000 people!

- Our MLS volunteer updated our website and OPAC to emphasize our new Spanish Language Collection. Our OPAC now has Spanish Language as an option for browsing!
- The local newspaper was notified of Jeremiah King's MLS student project, 1000 libros, and asked for his contact info. Hopefully an interview is coming and the library will have some good outreach!
- Summer Story time is just kicking off for us in July! We hope for a great turnout this year!
- Adult and kid reading programs are well underway with kids earning free Panda Express kid's meals and adult entering a drawing for prizes.
- Standards survey and Title VI certifications have been completed.
- Crafters group has picked up new members during summer months! It is a lot of fun!
- Canning lid testing by UT extension – big hopes but low turnout!
- We are saving gently used children's books for DAR drive to provide books for children undergoing traumatic situations. The books will be in kits carried by first responders. The DAR also donated a book for our reference collection. The book documents with citations every TN pioneer patriot.
- I proctored two college tests for a virtual student this month.
- We have updated our Emergency Evacuation Plan
- Our best volunteer has organized our volunteer folder with easier access to signature sheets, time sheets, and task lists. This streamlines the process for staff to sign someone up for hours needed for scholarships.
- We had a patron make one staff member cry last month. The patrons are moving out of state, and we were all so sad when we got the news. The patrons said that our library was the one the best parts of their lives in Loudon County. It was a bittersweet reminder of how important the library system is for many, many folks.

Philadelphia Public Library
Submitted by Mark Williams

Attended CE Social Media seminar at Ocoee Regional on Tuesday, May 14th. Finally finished spending the last of the 2023-2024 Pettway Grant. Summer reading program ran from June 4 to June 13 by partnering with Philadelphia Elementary School (PES) K and 1st grades. Student attendance was half of the historic amounts. Teachers and director were perplexed. Completed Title VI requirements on June 12th. Completed Standards Survey on June 14th. Tellico Village

book club members, led by Ms. Gail Lyman, visited the library on June 21st. Interviewed by new PES librarian, Rachel Reidy, as part of a class assignment on June 25th.

Tellico Village Public Library **Submitted by Gina Geremia**

I'm almost finishing my 4th week and I'm still here! Learning a lot and forgetting almost as much.

- I spoke at the State of the Village meeting along with the co-president of the Friends. She spoke about the past and I spoke about the future of the library.
- I submitted a 500-word blurb on what the library has to offer for a newsletter that highlights businesses or organizations in the village.
- I worked with the Friends on what was needed for the Tech Grant that was due on June 17.
- Carol purposely left the library programs/presentation schedule light to give me time to get settled. We had 2 presentations in June and 3 scheduled in July so far. That's not counting Friend's events including a reception in celebration of the designation of 10 official state books by TN legislature where I will be speaking along with TN State Rep. Lowell Russell on the importance of these books. I have acquired all 10 books and they are on display and available for circulation after the presentation July 17th.
- I was interviewed by the Connections, the TV newspaper, and am getting very positive feedback on the article even though I was a bit mortified.
- Met with Nikki from Ocoee for training on the Statistics spreadsheet. I'll be meeting with her again. And probably again. And again.
- I made my first book purchase of 23 new books.

Loudon Public Library **Submitted by Kate Clabough**

Pettway Grant update: we have received the shelves we ordered with our grant money. Barb and a Tennessee Promise volunteer have been busy putting them together. Our next round of microfilmed documents are done and digitized. The company I have been working with went bankrupt but they managed to get things back to me in a reasonable amount of time. I did have to contact them and ask them to return the microfilm. They sent it last week.

Summer reading story hour has been a great success. Miss Brenda has been engaging the kids with her ukulele and story reading. A fun time is had by all.

We rearranged arrange the books and toys in the children's section to better serve the needs of our little patrons.

We purchased a set of books recommended by the Girl Scouts for their own summer reading program with a generous grant from the Loudon Women's Club.

Otherwise, it has been business as usual here. Lots of printing, genealogy requests, computer help, impromptu Libby classes, and checking out books.

Oh, and we published a book. I have several talks and book signings coming up including one I need to get on the calendar at the Lenoir City Library. Woohoo!

Greenback Public Library

Submitted by Martha Guldan

- Mark and I attended the Social Media training provided by Regional. It was interesting to hear current social media trends. Facebook proves to still be the best way to promote libraries.
- We hosted two successful summer reading events, with two more to come. We have given out countless reading logs and prizes. We are looking forward to the ZooMobile visit on July 18th.
- We also hosted a canning lid testing afternoon with the UT Agriculture Extension Office. Our results were like Susan's at LCPL. We had big hopes but low participation.
- CE Webinar: "A Trauma Informed Approach to Dealing with Difficult People."
- We circulated 451 items in May! Summer is always a busy and exciting time at our library, and this summer is no exception.

**Loudon Public Library
Director's Report
January 2024**

Completed book order for round two of state/federal funding by purchasing with a purchase of large print titles.

We are working our way through inventory of the building. We have finished with young adult, large print and juvenile fiction.

I am looking for the best vendor to digitize the next round of microfilm for our Pettway grant. It has become apparent that people in that business change jobs somewhat often.

A Tennessee Promise volunteer helped us get ready for Christmas. She completed her 8 hours by mid-December.

I attended Conflict Management CEU training in Athens on December 5 with Mark and Martha.

I updated our collection development and weeding policy with helpful input from Liz at Ocoee. (See attached)

I am currently working on an Emergency Notebook using the template provided by the regional library.

I continue to aid visitors and residents with their genealogy and local history research. I am fortunate to have abundant resources and old maps here at the library that helps me to help them.

The protest signs are still up across the street but there has been no engagement with the man who lives there since the October board meeting. We still have people stopping in to ask about them, which can be disruptive some days, but people are very supportive and express disbelief at his response to being asked to be quiet in a library.

JANUARY 4, 2024 PHILLY DIRECTOR'S REPORT

1. Continue purchasing Adult and Juvie non-fiction using Pettway Grant funds
2. Thursday, 11/16, purchased stem kits using Federal allocation
3. Thursday, 11/21, went through pouring rain to read to 48 kindergarten students at PES
4. Thursday, 12/5, attended Creating Restoration in the Workplace session at Ocoee Regional office
5. Friday, 12/22-12/29, steady stream of young adults attending PPL during Christmas break
6. Thursday, 12/28, total re-lamp of PPL from fluorescent to LED

**Loudon County Library Board -- Manager's Report
Public Library at Tellico Village
January 2024**

- **I finished my Round 2 ordering before the deadline. I am in the process of using the last of my Pettway grant funds for this year. These purchases will primarily be for the adult daycare center, Our Place, in Loudon.**
- **We finished a large weeding and shifting project for all the collections.**
- **We are still receiving private donations from the community to help pay for my budget funds, although this has slowed down. I have enough for this FY but in 2024 there will need to be reminders that this is an ongoing issue, needing funding for each FY.**
- **I have 6 classes planned for this month: subjects are Medicare myths, Managing plantar fasciitis, Intro to researching family history, Taxes, and Legal issues of seniors.**
- ****I have a disturbing issue here that I would like to discuss with the Board. In December, a member of the Tellico Village Conservative Club sent an email, along with a 5-page petition signed by people in TV, stating that they wanted more pro-Trump and conservative literature in the library. They want me to buy 35 to 50 new hardbacks on pro-Trump, conservative, and religious issues. They are willing to give me money to buy the books of their choice. I answered the email by saying these types of issues need to be discussed at my county library board, explaining that this is my governing board, and we are a county library, and I am a county employee. I also stated that we have a paper at the front desk where patrons may write their specific suggestions for library purchases to be considered.**