



## Agenda

March 9, 2022

4p

Call to Order

Roll Call

Approval of Minutes

Reports

- Treasurer's Report
- Library Director
- Regional Director

Report of Committees

- Building and Grounds Committee
- Personnel Committee
- Building and Expansion Committee

Communications

Unfinished Business

- None

New Business

- Regional Trustee vacancy-no nomination necessary

Public Comment—none scheduled

Adjournment

The Franklin County Library Board of Trustees met on March 9, 2022, at 4:02 PM at the Franklin County Library with the following present: Dave Van Buskirk, Chairman; Lynn Claxton, Treasurer; Carl Goodman, Lori Greer, Mickey Hall, and Portia Vaughn, Trustees; Tina Stevens, Director; Kate Huddleston, Regional Library Director; and Cindy Matthews, Regional Library Assistant Director.

Roll was called and the January 12, 2022, minutes were approved as presented.

Reports provided from the following:

Treasurer Lynn Claxton stated that currently 60.16% of the budget is encumbered. She also reported that \$8,000 was amended from the Fund Balance to the budget to meet Fiscal Year 2021 Maintenance of Effort. This is due to an error in reporting from conflicting verbiage across governments. These funds will be spent and do not affect this year's expenditures to meet Maintenance of Effort.

Attached as page 3 is Director Tina Stevens' report. The Director also shared: A letter of support was requested from the Mayor's Office in support of broadband in rural areas across Franklin County and was delivered of the letter by Director Stevens. A Library Clerk resigned and the position will not be filled at this time. The Winchester Trail is fully funded, and a spring grand opening is anticipated. The FCL team have added 1,239 new student accounts from the partnership with local schools to ensure every student has a library card. Children's Library signage will be added by way of banners gifted from the Franklin County Library Foundation. Director Stevens also raised the issue of pay rates. She explained that it is difficult to recruit and retain qualified staff without competitive compensation.

Regional Library Director Kate Huddleston—Report attached as pages 4 & 5. She also discussed the Minimum Standards in relation to the library and other Tennessee libraries. Per capita materials are at less than 1. The standard is at least 2. Salaries are at 50% versus other libraries. Space does not meet 2.5 square feet minimum standard.

Building and Grounds Committee Chair Portia Vaughn reported the elevator repair is scheduled. Edging has been added to the landscaping service. The rocks to the rear of the library surrounding the picnic table will be removed and grass planted. The rocks in the front landscaping along the porch are set to be replenished.

Personnel Committee Chair Mickey Hall stated a Director's Review date will be set.

Building and Expansion Committee reported the director and committee members are scheduled to present the building plan and land offer to the Franklin County Long Range Planning Committee on March 24, 2022. Committee members and all trustees unanimously stated the Franklin County Library Foundation is not an appropriate funding source for purchasing land for a new facility and falls to the county. A motion was made that the Franklin County Library Board of Trustees will advocate for the purchase of property listed as 2<sup>nd</sup> Ave. SE, Winchester, Tennessee, located to the rear of the library bordering the lake, and, if successful, will move forward with purchase.

Under Communications, a Thank You card was presented by Freda Clifton.

No Unfinished Business

Under New Business there is a Regional Trustee vacancy due to the passing of Mark Clifton. The Regional Trustee Program ends June 30, 2022. Due to the nature of the situation and one remaining fiscal year meeting, the position will remain unfilled.

No Public Comment.

Adjournment 4:53 PM

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Franklin County Library Secretary of the Board of Trustees

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Franklin County Library Chairman of the Board of Trustees

Director's Report  
MARCH 2022

Good news! Good news! Since we added the auto-renewal service several months ago and with the Fine-Free status that began in January, we now have zero lost items! All are returned but two within the last year as well. A patron called and shared that she had not returned to the library due to a lost and overdue item. Renae Holman, Library Assistant, informed her that FCL is Fine Free; Renae waived the overdue. The patron felt strongly that she still had the book and would return it since she did not have to pay the overdue. Lisa is excited to be resuming her relationship with FCL. We are hearing things like this repeatedly. Thank you again for taking FCL to the next level!

January and February have been busy! Folks studying, teachers working with students, Chess Club, and S.T.R.E.A.M. activities mark Tuesday afternoons as abuzz with goings and comings. *The Shelf* has become a beloved medium for alerting the community about services and programs. The February issue was shared over 3,000 times on Facebook, and we gave out 120+ print copies. The Shelf is available in print, on Facebook, fclbry.com, franklincountylibrary.org, on the Chamber Blast, and TikTok. The team has also started a how-to on YouTube. The series began with *How to Get a Library Card*.

Teachers still feel library visits to classrooms are important. One teacher had this to say, "I appreciate the library sending Dana to show the children that the library is a friendly place to go as some have never been." Dana Brown, Youth Services Director, is also creating special collections to increase access and ease in locating items, one being easy readers. These are a high-demand material due to level classifications. Parents and teachers are appreciative that this collection is "at their fingertips", because they are smaller than regular picture books.

I recommend a tour! Dana and Renae have done an amazing job with displays for Read Across America Week and National Women's History Month.

We welcomed 8,500+ visitors and checked out nearly 8,000 physical items in January and February.

You may show your support via social media with the hashtag #FCLBRY in posts and shares.

Thank you for your service and all my best,

*Tina L. Stevens, Director*

## Stones River Regional Library Report March 2022

### Upcoming Trainings:

Date:	Title:	Presenter:	CE Hours:
3/16/2022	Teen Librarian Summit	Kate Smith and Various	6
3/17/2022	Building a Budget	Wesley Robertson, CTAS	4.5
3/25/2022	Community Assessment & Engagement — Part 1	Pat Wagner, Library trainer	1.5
3/29/2022	Virtual Storytimes with Accessibility & Inclusivity	Renee Grassi	4.5
4/8/2022	Community Assessment & Engagement — Part 2	Pat Wagner, Library trainer	1.5
4/22/2022	Community Assessment & Engagement — Part 3	Pat Wagner, Library trainer	2
4/29/2022	Library Services for Teens and Adults on the Autism Spectrum (@TSLA)	Carrie Rogers-Whitehead, Consultant and Author	4
5/10/2022	Children's Programming Roundtable (@SRRL)	Kate Huddleston and Kate Smith	4
5/19/2022	Library Space Planning (@Dickson PL)	David Vinjamuri	4

\*Dates are subject to change, please register for all training with Mechell Barrett\*

TOP Grant: The 2023 TOP grant application is due April 7, 2022. Funds are available for training, hotspots, solar charging tables, internal connections, and the Digital Navigators\* pilot project. The local match is the same percentage as ARPA.

TLA Conference: Join us for the 2022 TLA Conference in Knoxville, April 12<sup>th</sup> — 14<sup>th</sup>. Early bird registration ends March 14<sup>th</sup>. Program schedule available at <https://tnla22.sched.com/> and registration at <https://www.tnla.org/page/2022Conference>.

E-Rate Form 471: Form 471 must be filed no later than March 22, 2022. We will be in contact with the libraries who we assist with this process.

Tennessee Advisory Council on Libraries (TACL): If anyone from your community (patron, board member, etc.) is interested in joining TACL, please contact Kate Huddleston ([kate.huddleston@tn.gov](mailto:kate.huddleston@tn.gov)). Applications will be accepted until April 1, 2022, with vacancies filled before July 1, 2022.

Survival Spanish for Librarians: TEL's Transparent Language has a helpful resource for assisting Spanishspeaking patrons in your library. Survival Spanish for Librarians includes four (4) brief lessons on getting a library card, using a computer, etc. We will send the link to this resource to all our libraries via email.

Trustee Certification Program: Learn more about your library trustee responsibilities through the online Trustee Certification Program. The Standards call for all new trustees to be certified within their first year on the board! After registration, you can work on the ten sessions at your own pace (all ten must be completed within one year). Sign up for the program at <http://tsla.libguides.com/trusteecert> (password: tnlibguides).

Trainings for 2022-2023: We are formulating our training plan for next year. Thank you to everyone who responded to our training request survey. If you have other ideas for training, just give us a call or email.

TSLA Bus Tour: The regional bus tour to the TN State Library and Archives has been cancelled. If you have a trustee group interested in scheduling a tour, please contact the TSLA's public services' desk at 615-741-2764.