

**Shelby County Public Library  
Board Meeting Minutes  
July 11, 2024**

The Library Board of Trustees Meeting was called to order at 6:35 pm by Gayle Wiley. The Library Board of Trustees Meeting of the Shelby County Public Library ended at 7:47 pm, adjourned by Gayle Wiley.

**Present**

- Gayle Wiley, President
- Brian Brammer, Treasurer
- Janet Compton, Assistant Treasurer
- Danielle DeWitt, Member
- Justin Stenger, Member
- Debra Tracy, Secretary

**Not Present**

- Bambi Garrison, Vice President

**Others Present**

- Brandy Graves, Library Director
- Dustin Jones, Library Staff

**June 2024 Meeting Minutes**

Motion to approve May meeting minutes as presented.

Motion – Justin Stenger

2<sup>nd</sup> – Janet Compton

All Approve

**Treasurer's Report**

A. Brian Brammer gave the Treasurer's Report with the following statistics:

- a. Start of Year: \$339,471.41
- b. Disbursements June: \$120,452.62
- c. Year-to-Date Disbursements: \$632,546.70
- d. Receipts June: \$602,517.61
- e. Receipts Year-to-Date: \$934,325.81
- f. Balance: \$641,250.52
  - i. Brammer asked if we should transfer back \$80,000 of the Rainy Day fund.

Motion to approve Treasurer's Report as presented.

Motion: Justin Stenger

2<sup>nd</sup>: Debra Tracy

All approve.

**Register of Claims**

Justin Stenger noticed 'strange' duplicate and voided checks, but Brian Brammer commented that they looked normative.

Brian asked about the annual percentage increase of workman's compensation.

Motion to approve register of claims as presented.

Motion: Justin Stenger

2<sup>nd</sup>: Janet Compton

All Approve.

### **Public Comments**

N/A

### **Librarian's Report & Correspondence**

- A. Correspondence: Little Free Library Thank You Letter
- B. Correspondence: Edinburgh Redevelopment Commission
- C. Mary Giesting praised SCPL and Staff for their friendliness
- D. 1920's Dine-to-donate well attended
- E. Summer reading kick-offs at both branches went well, Daniel Lusk at the Strand, & Hedgehog Hannah
- F. Brandy and Danielle Attended County Council Meeting
- G. Staff Changes-
  - a. Brittney Gurley Dismissed as housekeeper
  - b. Kelly Williamson hired as new housekeeper
  - c. Page Ruby Garner left as of July 5<sup>th</sup>
  - d. Corbin Walton promoted as clerk in Youth Services
  - e. Notice of departure for Adult Service college students, Taylor Dennis and Hannah DeLong
  - f. Donna Haddix returning to Adult Services staff.
- H. Donation of Reading Statues for front foyer
- I. Department reports are good, people are happy, Eileen's naloxone filling received praise along with her hygiene kits and information

### **Old Business**

- a. Parking Lot Reseal
  - a. Crim & Sons- \$4,150
  - b. Sawyer Sealcoating- \$6,085.76
    - i. Motion to approve Crim & Sons

Motion: Brian Brammer

2<sup>nd</sup> : Janet Compton

Motion Approved with 1 Nay

- b. Vending machine comment
  - a. Clarify profit sharing
    - i. 300+ profits after paying machine
    - ii. Profits into staff appreciation

Motion to approve: Debra Tracy

2<sup>nd</sup>: Janet Compton

All approve

### **Policy Reviews**

- A. Circulation Policy
  - a. Explanation of policy – Compared old and new policies. Changed verbiage to increase clarity. Minor typo/grammatical corrections were listed.
  - b. Fix card heading paragraphs
  - c. Transitional Card discussion
  - d. Checking out without presenting account

Motion to approve Circulation Policy with changes noted.

Motion: Janet Compton

2<sup>nd</sup>: Danielle Dewitt

All Approve.

### **New Business**

- A. Board Retreat Date Possibilities
  - a. Evenings are fine, but start date before 6PM
  - b. October 17
- B. Staff day
  - a. August 9<sup>th</sup>
  - b. Staff Lunch

Motion to approve closing and lunch with changes noted.

Motion: Danielle Dewitt

2<sup>nd</sup>: Justin Stenger

All Approve.

- C. Fundraiser September 21st
  - a. Close Sept 21 all day and close early on 20<sup>th</sup>
  - b. Lower price for 5 per ticket/ cheaper presale
  - c. \$100 Cheap for event sponsor
  - d. Sponsoring children's price discussed
  - e. Food trucks with presale tickets

Motion to approve closing for event and event setup

Motion: Debra Tracy

2<sup>nd</sup>: Justin Stenger

All Approve.

### **Announcements**

NA

### **Meeting Adjourned**

Meeting Adjourned: 7:47 pm

### **Next Meeting**

**August 8, 2024 @ 6:30 pm at Morristown**

Minutes Approved

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Secretary

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Date