

LIBRARY BOARD OF TRUSTEES
MAR. 10, 2025 at 6:00 P.M.
AGENDA

ROLL CALL:

APPROVAL OF THE MINUTES OF FEB. 10, 2025 (as mailed):

CORRESPONDENCE:

LIBRARIAN'S REPORT:

MEDIA STRATEGY PLAN:

CITY FINANCIAL REPORT FOR JANUARY FOR ACCEPTANCE:

CITY TRUST REPORT (BALANCE SHEET) FOR JANUARY FOR ACCEPTANCE:

CITY FINANCIAL REPORT FOR FEBRUARY FOR ACCEPTANCE:

CITY TRUST REPORT (BALANCE SHEET) FOR FEBRUARY FOR ACCEPTANCE:

EXPENSES FOR MARCH FOR APPROVAL:

UNFINISHED BUSINESS:

NEW BUSINESS:

- First reading of Volunteer Policy
- Review of Strategic Plan
- Goal setting session with new director
- Meeting schedule with city administration

MISCELLANEOUS BUSINESS:

ADJOURNMENT:

Please call 828-0585 or email knoxlib@knoxvilleia.gov if you are unable to attend this meeting.
The next regular Board Meeting will be held Monday, April 14 at 5:00 P.M. at the library.

**Board of Trustees Meeting
February 10, 2025**

The Knoxville Public Library Board of Trustees met at the library at 5:00 PM on Monday, Feb. 10, 2025. Members present were Jan Evans, John Mertz, Dave Garcia, Lindsey Carlson, Laura Kendrick, Elly Shaw, and Erin McBride. Staff present were Roslin Thompson, Ashley Miller, Shannon Proctor, and Holly Shelford.

The meeting was called to order by Lindsey Carlson. There was no public comment. Shaw moved, Garcia seconded to approve the minutes of the January 13, 2025 meeting as mailed. Motion passed unanimously. There was no correspondence to act upon.

Roslin gave the monthly report for January. Total circulation was 3,118 printed materials and 1,949 downloadable items. Computer usage for the month was 312 downstairs computers, 240 AWE computers, and 910 recorded uses of the wireless. There were a total number of 1,706 visits to the library, an average of 66 visitors a day. Meeting room use is 99 times during the month. Regular programming for the two book clubs and DIY continue to do well. The special Story Time with the DNR officer was attended by 52 folks and partnerships such as those are mutually beneficial. Staff continue to visit the two elementary schools with a huge impact on the kids, especially those who cannot come to the library. Trivia will be on Feb. 27 at 6 p.m. and chess club will be offered for several Wednesdays after school. During February, the library has a promotion called “Blind date with a book” where patrons can select a book wrapped in brown paper. The library is also promoting the “LOVE YOUR LIBRARY” campaign with cut-out hearts which patrons can fill out. Roslin was also pleased to have the library to a venue for a documentary screening by Caleb Rainey “The Negro Artist” on Feb. 20 at 6 p.m.

The budget presentation to the city council is scheduled for March 3. Roslin and Ashley attended Legislative Day on Feb. 4 and “Lobby from Home Day” is coming up in March when library supporters are encouraged to show up to speak about library-related issues. The Friends book sale is scheduled on April 10 - 12 during National Library Week.

Under Media Strategy Plan, the March calendar will be published in a week and all activities announced. Local station KNIA/KRLS helps with free publicity, as well as local newspapers. Roslin will reach out with more press releases to media.

There were no financial reports to present. Mertz moved, McBride seconded the approval for payment of bills for February. Motion passed unanimously, and a copy is attached to the minutes.

Under Unfinished Business, the board had the second reading of the art display policy. Garcia moved, McBride seconded to approve the policy as read. Motion passed.

Under Miscellaneous Business, the board discussed having a reception for Ashley Miller as the new library director. The date is March 10 from 4 – 6 p.m. An Open House is planned for Roslin who will be retiring on April 4th. The Open House is planned for March 26 from 4 – 6 p.m.

There being no other business, the meeting was adjourned at 6:00 p.m. The next regular meeting will be held on March 10, 2025 at 6:00 P.M. at the library.

Roslin Thompson
Secretary