

**Board of Trustees Meeting
August 11, 2025**

The Knoxville Public Library Board of Trustees met at the library on Monday, August 11, 2025 at 5:00 p.m. Members present were Lindsey Carlson, Erin McBride, Elly Shaw, Dave Garcia, Jan Evans, John Mertz, and Laura Kendrick. Staff present were Ashley Miller, Shannon Proctor, Connie Davids, and Cari Meissner.

The meeting was called to order by Lindsey Carlson. McBride moved; Garcia seconded to approve the minutes of the July 14, 2025 meeting as mailed. Motion passed unanimously. There were no public comments.

Ashley gave the librarian's report for July 2025. Total circulation for the month was 6,767. There were 787 uses of public access computers and 1,201 wireless internet access uses. There were 4,879 visits averaging 195 people each day.

The library had 19 programs throughout the month of July with 607 participants. Summer reading finished up in the first weeks of July. The final programs had good turnout. The magic show had 101 participants, and Celia's sing-a-long held in Dixie's Garden had 34. The Lego Race Challenge had 41 with over 20 entries of Lego racecars built. Passive programs such as the Storywalk and Scavenger hunt ended with high numbers. 125 patrons visited the Storywalk and reported back to the library in total, and 108 patrons completed the scavenger hunt around the square. Adult programming also had good participation. GeriFit had 41 participants throughout the month; trivia still had a high turnout with 36; and adult DIY had another successful group with 24 in attendance. Final numbers for Summer Reading Logs turned in were 246 children's logs and 65 adult logs. Both are higher than last year's numbers which is in thanks to the staff, Holly Shelford and Cari Meissner, who scheduled inclusive and expansive programming, encouraged patrons to read, and set up the library for success.

The library is hoping to start its Jane Austen Fan Club next month as well as begin a third library-moderated book club focusing on horror and spooky stories. Adventure Pass is proving beneficial for the community; 18 families benefitted from this service in July.

Under Media Strategy Plan, the staff will continue to promote events in August through local news sources and social media with the publications of press releases to promote upcoming programming.

Mertz moved; Shaw seconded that the financial report for July be approved. Motion was unanimous. Garcia moved; McBride seconded the city trust financial report for July be accepted. Motion was unanimous. Evans moved; Mertz seconded the approval for payment of bills for August. Motion passed unanimously and a copy is attached to the minutes.

Under Unfinished Business, the board reviewed the revised Library Board By-Laws.

Under New Business, the board had a first reading of the revised Circulation Policy. The motion was made to accept the revisions. Evans moved; McBride seconded to approve the policy as read. Motion passed. The board also began their board learning starting with self-assessments on their understanding of responsibilities and tech savviness and later a group assessment of board strength.

There being no further business, the meeting was adjourned at 6:20 p.m. The next regular meeting will be held Monday, September 8, 2025 at 5:00 PM at the Knoxville Public Library.

Ashley Miller,
Secretary