

**Library Board of Trustees Meeting
October 17, 2023**

The Knoxville Public Library Board of Trustees met at the library on Tuesday, October 17, 2023 at 4:00 p.m. Members present were John Mertz, Elly Shaw, Dave Johnson, Lindsey Carlson, Laura Kendrick, and Erin McBride. Jan Evans was absent.

The meeting was called to order by Lindsey Carlson. John Mertz moved, Elly Shaw seconded to approve the minutes of the September 19, 2023 meeting as mailed. Motion passed unanimously.

There was no correspondence.

Roslin gave the librarian's report for September 2023. Total circulation was 2,902 printed materials, 1,367 downloadable items. Computer usage was 347 downstairs, 137 uses on the AWE computers, and 1,080 wireless usage. Total door count was 937 visits (average 37 visitors a day). There were 13 programs with an attendance of 165. The Friends of the Library made \$380 in the 2 day book-sale. The Junior Duck Stamp traveling exhibit will be at the library until Nov. 2. Staff will be at Auld Park for "Treats in the Park" organized by the Optimist Club. Several board members volunteered to set up the display for the Merry-n County Christmas at Marion Park. Marion County librarians will meet at Bussey on the 27th. As part of professional development and continued education, staff attended the ILA conference at Dubuque.

Under Media Strategy, the November calendar will be out soon and put through media channels.

Elly Shaw moved, Dave Johnson seconded that the financial report for September be approved. Motion was unanimous. Laura Kendrick moved, John Mertz seconded the city trust report for September be accepted. Motion was unanimous. Dave Johnson moved, Erin McBride seconded the approval for payment of bills for October. Motion passed unanimously, and a copy is attached to the minutes.

Under Unfinished Business, Shaw moved, seconded by McBride to approve the sponsorship and partnership policy. Motion passed. After a review of job descriptions, Mertz moved, seconded by Johnson to approve them as presented. Motion passed.

FEH and Snyder & Associates submitted a proposal for professional services for the library park project for the amount of \$35,133. McBride moved, seconded by Mertz to accept the proposal. Motion passed. Kendrick moved, seconded by Shaw to accept and approve the Annual Report FY2023 as presented. Motion passed.

Under Miscellaneous Business, Johnson asked on the status of the art project. Staff will look into the possibility of starting another round of competition for the next year.

There being no further business, the meeting was adjourned. The next regular meeting will be held Tuesday, November 21, 2023 at 4:00 PM at the Knoxville Public Library.

Roslin Thompson,
Secretary