

**Library Board of Trustees Meeting  
August 20, 2024**

The Knoxville Public Library Board of Trustees met at the library on Tuesday, August 20, 2024. Members present were Jan Evans, Elly Shaw, John Mertz, Lindsey Carlson, and Laura Kendrick. Erin McBride was absent. Staff present: Director Thompson, Holly Shelford, and Connie Davids.

The meeting was called to order by Carlson. There was no public comment. Mertz moved, Shaw seconded to approve the minutes of the July 16, 2024 meeting as mailed. Motion passed unanimously. Evans moved, seconded by Mertz to approve the minutes of the work session July 30, 2024. Motion passed.

There was no correspondence.

Roslin gave the librarian's report for July 2024. 3,950 printed materials were checked out, with 1,031 non-print materials. There were 2,034 visits to the library (averaging 88 visitors a day). 280 reading logs were completed for the SRP (8% increase from last year). There were 11 programs offered during the month with good attendance. All statistics are being gathered for the Annual Survey due October 31.

A countywide trustee training will be held on Sept. 18 with the district State Library consultant, Maryann Mori. A meeting is scheduled on Aug. 27 at Pleasantville to discuss MC funding from the BOS. Roslin gave a rundown of a very busy September calendar. The library will close for two days while the carpet is being cleaned.

Under the Media Strategy Plan, Roslin will advertise the September calendar as well as promote upcoming programs on local media channels. News is also published on the city website.

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

Under Unfinished Business, Roslin reported that the final walk-through for the park is scheduled on the 21<sup>st</sup> of August. The contractor and architect will hand over the project to the city with substantial completion. Picnic tables and benches are expected to come in mid-September. The distressed trees were replaced by new ones. Grass is growing nicely.

Roslin will follow up with the library board vacancy. The applicant will have to be approved by the mayor and city council.

Under New Business, Carlson, Shaw, and Mertz volunteered to sit on the library director search committee to vet job applications due September 6 due to Roslin's planned retirement in January 2025. The board presented a bouquet to Roslin to celebrate 25 years as a librarian. Kendrick had treats to share.

There being no further business, the meeting was adjourned at 5:00 p.m. The next regular meeting will be held Tuesday, September 17, 2024 at the library.

Roslin Thompson, secretary