

**Board of Trustees Meeting
January 12, 2025**

The Knoxville Public Library Board of Trustees met at the library on Monday, January 12, 2025 at 5:00 p.m. Members present were Lindsey Carlson, Elly Shaw, Erin McBride, Laura Kendrick, Jan Evans, and John Mertz. Dave Garcia was absent. Staff present were Ashley Miller, Holly Shelford, and Cari Meissner.

The meeting was called to order by Lindsey Carlson. McBride moved; Mertz seconded to approve the minutes of the December 8, 2025 meeting as mailed. Motion passed unanimously. There were no public comments and no correspondence.

Ashley gave the librarian's report for December 2025. Total circulation for the month was 5,532. There were 332 uses of public access computers and 934 wireless internet access uses. There were 3,597 visits averaging 159 people a weekday. Libby usage remains high with 1,924 checkouts in December.

The library had 24 programs throughout the month of December with 490 participants. Storytime had great numbers with an average of 19 attendees per storytime. DIY remained fully-booked with 24 patrons creating wooden reindeer. The numbers in Geri-Fit classes continue to be steady with 53 patrons attending throughout the month despite three missed days due to holiday. 40 patrons competed in trivia, 47 played Family Bingo, and 35 attended the interactive Grinch movie. The library had 12 Days of Reading to encourage patrons to read during the chillier months and 60 reading logs were turned in.

For outreach, over 300 students were reached by our outreach librarian at the elementary school, and fourteen patrons received homebound delivery services. Adventure Pass is continuing to be beneficial for the community; 5 families benefitted from this service in December.

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

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

Under New Business, the board looked over a small change in the Circulation Policy. The only change was the check-out period for DVDs increasing from three (3) to seven (7) days.

Under Miscellaneous Business, the board completed their board learning for the month of December. Discussion surrounded the local advocacy of the board. The board has agreed to have one attendee at every city council meeting going forward. The board also discussed the legislature and bills that may affect library funding and book reconsiderations moving forward. Director Miller will have the budget ready to go over at the next meeting.

There being no further business, the meeting was adjourned at 5:30 p.m. The next regular meeting will be held Monday, February 9, 2026 at 5:00 PM at the Knoxville Public Library.

Ashley Miller,
Secretary