

Williamson County Public Library  
1314 Columbia Avenue, Franklin, TN 37064

## **Board of Trustees Meeting Minutes**

Thursday, August 18, 2022 - 4:00 p.m.

Trustees Attending: JeNan Merrill, Delois Bratton, Amy Baggett, Janine Moore, Gerry Suchomski, Terri Hood, Paul Webb, and Rick Moody

Others in Attendance: Anne Osborne, Dave Miller, Kelly O'Conner, Stephanie Wycihowski, and Director Jessica Jeffers.

Ms. Merrill, co-chair, called the meeting to order at 4:02 p.m. The meeting was held at Main and minutes were taken by Amy Baggett, Board Secretary.

### **I. Citizen Communication**

No citizen comments were given at this meeting.

### **II. Items for Approval**

#### **A. Minutes**

Due to a lack of quorum at the July meeting, both the June and July minutes needed approval. Ms. Moore motioned for the approval of the June minutes, and the motion was seconded by Mr. Moody. The minutes were approved with a vote of 8-0. Mr. Suchomski moved to approve the July minutes, seconded by Ms. Moore. The minutes were approved with a vote of 8-0.

#### **B. Financial Statement**

Due to a lack of quorum at the July meeting, both the June and July financial statements needed approval. Mr. Moody moved to approve the June financial statement, and the motion was seconded by Mr. Webb. The June financial statement was approved with a vote of 8-0. Mr. Moody also moved to approve the July minutes, seconded by Mr. Webb. The July financial statement was approved with a vote of 8-0.

### **III. Decision/Discussion Items**

#### **A. Budget Resolution**

A resolution was presented to adjust some line items from the budget to accurately reflect the money received and spent. Mr. Moody moved to approve the budget resolution and was seconded by Mr. Webb. The motion passed with a vote of 8-0.

#### B. Summer Reading Report

Ms. Wycihowski gave a thorough report to the board summarizing the summer reading program. She highlighted that engagement continues to increase and the programs were very popular. Her report included several charts highlighting the statistics, age groups of participants, and growth over the last two years. She emphasized that summer reading is for the whole family and shared the success of the coupon partnership with the Friends group.

#### C. Board Committees

Ms. Bratton clarified some important information regarding the work of Board committees. All committee meetings must be posted as the meetings fall under sunshine laws. The purpose of the committees is to involve every member of the Board and accomplish pre-board meeting work. All Board members received an Annual Agenda Calendar that will guide the Board discussion throughout the year.

### IV. Reports

#### A. County Commissioner

Mr. Webb shared that there is no August Commission meeting, but there will be a meeting on September 12 which will include the 7 newly elected members. Ms. Jeffers will be introduced to the Commission at this meeting. Mr. Webb suggested the director provide a library card for each of the new Commissioners to be passed out at the meeting.

#### B. Buffalo River Regional Library

Ms. Osborne provided a report highlighting upcoming trainings. She shared the success of many of the past programs. She encouraged the library to look into the Association of Rural and Small Libraries Conference. The annual Trustee workshop will be Tuesday, October 4 at Brentwood.

#### C. News from Other Libraries

Ms. Moore visited the Maury County Public Library, Mt. Pleasant Public Library, and the Lewis County Library and had positive experiences at each location. She shared a document from the Brentwood library that

explains how they choose programming for the year. The Brentwood library has selected an architect for their renovation and will updating their space.

#### D. Foundation

Ms. O’Conner expressed appreciation to Ms. Wycihowski, about the success of Summer Reading Program. The programs are excellent for children but also for other groups such as seniors.

#### E. Friends

Mr. Miller announced the Used Book Sale is coming up this weekend. There is an article in the Williamson Herald highlighting the sale. He reiterated that the coupon partnership with the summer reading program was a success. He shared that compared to this time last year, there has been a 69% increase in bookstore sales!

#### E. Director

Ms. Jeffers reported that she has met with most of staff and department heads. She visited Leiper’s Fork and will visit Fairview on Friday. She shared that she is learning the culture, policies, and procedures of the library and is excited for the possibilities and opportunities for growth. Candidates have been selected for some of the open positions and offers will be made soon. She expressed her gratitude for the support of the Board, staff, and community.

#### G. Board Chair

Ms. Merrill shared that the Board will host a “Meet and Greet” reception for new Director Jessica Jeffers on September 8. The reception will be at Main from 4-6 pm. Ms. Baggett expressed the need for help preparing for the event. If anyone can assist, please contact her. Ms. Merrill highlighted from the statistic sheet that our service population has increased, and our number of card holders is increasing! Our Volunteer Outreach Coordinator submitted a report in the packet and has helped promote the book sale have several high schoolers as volunteers.

Ms. Merrill asked for volunteers for an ad-hoc committee that will review book challenge policy. The committee will follow the library procedure for book challenges and will present a recommendation at the September meeting, which will be voted on by the board. Mr. Suchomski, Ms. Moore, and Ms. Hood agreed to be on the committee.

Ms. Moore presented gifts to be given to the IMT to express appreciation from the Board for their outstanding service during the interim without a Director.

The next board meeting will be held at College Grove on Thursday, September 15, 2022, at 4:00 p.m.

#### Adjournment

Mr. Moody moved to adjourn, Mr. Webb seconded, and the meeting adjourned at 5:20 p.m.

Board Secretary Amy Baggett took the minutes, and the Board's Leadership Team reviewed them.

---

Amy Baggett