

Library Board of Trustees Meeting
May 16, 2023

The Knoxville Public Library Board of Trustees met on Tuesday, May 16, 2023 at 4:00 p.m. Members present were Jan Evans, Erin McBride, Dave Johnson, Lindsey Carlson, Elly Shaw, and Laura Kendrick. Staff present were Director Thompson, Holly Shelford, Heather Libby, and Shannon Proctor.

The meeting was called to order by Lindsey Carlson. Johnson moved, seconded by Shaw to approve the minutes of April 18, 2023 as mailed. Motion passed.

There was no correspondence to report.

Roslin gave the librarian's report for April 2023. 3,265 printed items, 644 non-print and 1,228 downloadable items were checked out. Total number of visits is 1,776 (av. of 71 people a day). The Wizard of Oz trivia game generated 770 hits and prizes were handed out to those who participated. Attendance has been good at various programs. The library will participate in the Helmets and Hotdogs event, as well as the Family Fun Fair.

The Summer Library Program "Find Your Voice" will start May 31 and run for 6 weeks. June and July calendars are printed and will go out to all the elementary schools before schools let out. Roslin reported that 28 students had taken advantage of the musical instrument loan program since its inception in 2014. This year, there is a greater demand than we have instruments so the board suggested putting a call out for instruments to be donated on social media.

Roslin reported that Dennis Reynolds will be in Knoxville on May 31 and will meet with the board to discuss the library park.

Under Media Strategy Plan, the library will advertise upcoming events in the usual media channels, especially social media and local radio. Hundreds of flyers will go out to the schools and community regarding the Summer Library Program.

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

Under Unfinished Business, Mertz moved, seconded by Shaw to approve the Patron Behavior policy. Motion passed. Shaw moved, McBride seconded to approve the Child Safety and Vulnerable Adult policy. Motion passed.

Under New Business, Mertz moved, Evans seconded to transfer \$50,000 from the money market Building Fund to the checking account in the Building Fund. Motion passed unanimously.

There being no further business, the meeting was adjourned. The next regular meeting will be held Tuesday, June 20, 2023 at 4:00 p.m. at the Knoxville Public Library.

Roslin Thompson
Secretary