

**Board of Trustees Meeting
April 14, 2025**

The Knoxville Public Library Board of Trustees met at the library on Monday, April 14, 2025 at 5:00 p.m. Members present were Jan Evans, Elly Shaw, John Mertz, and Laura Kendrick. Lindsey Carlson joined midway through. Erin McBride and Dave Garcia were absent. Staff present was Ashley Miller.

The meeting was called to order by Elly Shaw. Laura Kendrick moved; John Mertz seconded to approve the minutes of the March 10, 2025 meeting as mailed. Motion passed unanimously. There were no public comments.

Ashley gave the librarian's report for March 2025. Total circulation was 4,020 material items and 1,870 downloadable items. There were 369 uses of public access computers and 1,123 Wi-Fi access. There were 2,229 visits averaging 86 people each day. There is still discussion over purchasing a new door counter as the current model has proved inaccurate.

The library had 22 programs throughout the month of March with 628 participants. The additional programming that took place during Spring Break was successful averaging 50 people an event. Trivia also had a record turnout with 8 teams totaling 34 participants. The Friends of the Library Book Sale had a good turnout and was overall a success. Additional programs for April include trivia (4/24), DIY, sit 'n stitch (4/19), book club discussions (4/14 & 4/15), a grab and go craft kit (4/18), and a nature writing workshop with author Natalie Ogbourne on 4/29, which is aiming to be the library's first official program held in the completed Dixie's Garden.

The library received two new web servers from The Library Corporation (TLC); the installation and transfer over went smoothly. The Adventure Pass Program is close to being restored to libraries across the state including Knoxville. Staff will finalize their decision on a new door counter in the upcoming month.

Under Media Strategy Plan, the staff will continue to promote events in May through local news sources and social media. A proclamation was prepared for and read by Mayor Hatch for National Library week on April 7.

Kendrick moved; John Mertz seconded that the financial report for March be approved. Motion was unanimous. Evans moved; Kendrick seconded the city trust financial report for March be accepted. Motion was unanimous. Mertz moved, seconded by Evans to transfer \$25,000 from the IPAIT fund to the checking fund (Capitol Project) for payment of the final bills from the garden project. Evans moved; Shaw seconded the approval for payment of bills for April. Motion passed unanimously and a copy is attached to the minutes.

Under Unfinished Business, the board had a second reading of the Volunteer Policy. Shaw moved; Mertz seconded to accept the Volunteer Policy. Motion passed.

Under New Business, the board discussed parameters to be placed on Adventure Pass requiring a Knoxville Public Library card and residence in the City of Knoxville or rural Marion County.

The board discussed setting time aside next meeting to review the strategic plan and set goals for community engagement, collaboration, and programming for the future.

There being no further business, the meeting was adjourned at 6:00 p.m. The next regular meeting will be held Monday, May 12, 2025 at 5:00 PM at the Knoxville Public Library.

Ashley Miller,
Secretary