

Memorandum

Lawrence County Public Library
519 East Gaines Street
Lawrenceburg, TN 38464
931-762-4627
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To: Library Board of Trustees
CC: Marion Bryant & Anne Osborne
From: Teresa Newton
Date: December 18, 2023
Re: Meeting of the Board

The Board of Trustees will meet on **Tuesday, January 2, 2024**. The meeting will begin at **5:00 p.m.** The following agenda will be addressed:

Call to Order

Public Comments

Approve the Minutes of the November 2023 meeting

Old Business:

Building inspection reports

New Business:

Gladish Trust purchases
Review most recent financial report

Reports:

Local Library—Teresa Newton
Regional Library—Marion Bryant

Adjourn

If you will not be able to attend this meeting, please let me know. The phone number is 762-4627 or 766-0303 or tnewton@lawcotn.org.

Minutes of the Lawrence County Public Library Board of Trustees Meeting November 7, 2023

Board Members Present: Lucas Hunt, Chairman, Judy Heffington, Secretary, Mignon Beard, Nancy Brewer, Jane Jennings, Kaye Skillington, and Brent McKamey

Library Staff Present: Teresa Newton, Director, Marie Brennan, Assistant Director

Regional Library: Marion Bryant, Director

Teresa began the meeting by introducing Carol Snook, the director of the Loretto Branch, to the new board members.

Following up, Lucas called the meeting to order at 5:10 p.m. Motion was made to approve minutes of September 5, 2023 meeting and passed.

Agenda Topics

Old Business:

- The board members received a final copy of the 2023/2024 budget. Teresa reported she is one third way through the purchases for the 2023 year.
- The Internet Use Policy with updates having been addressed was given to each board member. Features include a review of the policy every year. IT people report it meets the standards. Motion was made and seconded to accept the revised Internet Use Policy.

New Business:

- Brent McKamey volunteered to serve as Vice Chairman.
- Teresa reported a committee inspection of each library must be addressed. Nancy Brewer volunteered for the Loretto branch and Mignon Beard for the Lawrence County Library. Their reports will be presented at the meeting in January, 2024. The inspection will include checking for repairs, signage, improvements, etc.
- A motion was made to accept the financial report and seconded.

Local Report:

- Teresa reported on the recent book sale. A total of \$4,500.00 more or less was the total collected. The amount was less than the previous sale due to fewer books having been donated.

- The library's newsletter which is available to patrons was distributed to board members.
- Teresa reported that local author Bobby Evers will return to give readings from his books on the evening of December 5. He will have books for sale at the event.
- Randy Cross, author of T. S. Stribling's biography and other works will be presenting a program at the Lawrence County library to talk about the community of St. Joe sharing memories and stories. A date has not been set.
- Teresa and Marie presented a program to the Rotary Club. Their presentation covering the history, funding, and programs offered was well received. Board members expressed wishes for them to present the program to other groups.
- The library staff has the task of getting rid of old books and CDs. So far, 1100 books have been removed.
- Lucas offered help to Carol if needed. She reported the city of Loretto takes care of the library's physical needs and paid on the damages from a tree falling on the building.

Regional Report:

- Marion reported digital items purchased by other libraries are no longer available in READS. Previously shared items were removed from the share collection and returned to the purchasing library. Card holders have access to the shared collection and those purchased by their library.
- Secretary of State Tre Hargett donated a copy of the book *Welcome to Capitol Hill: 50 Years of Scandal in Tennessee Politics* by Joel Evert and Erik Schelzig to each library.
- The TLA conference will be held in Nashville at Cool Springs Marriott April 2-4, 2024.

Meeting was adjourned.

Submitted by Judy Heffington, Secretary