

**Minutes of the Lawrence County Public Library  
Board of Trustees Meeting  
January 7, 2025**

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

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

Regional Library Staff Present: Anne Osborne

Lucas called the meeting to order and asked for public comments. No public comments were made. A motion was made to accept the minutes of the November meeting. The motion was seconded and approved by the board members.

**Agenda Topics:**

**Old Business:**

- The search committee for a new director, headed by Jane Jennings reported 8 applications had been submitted and 4 had been interviewed. Lucas added Indeed was used and additional applicants responded. The committee followed up after the January Board meeting to narrow down their decision. A special session will be held on January 21 at 5 pm. The board will make the final decision at that time. The start date is not yet known for the new director.

**New Business:**

- A proposal was made to appoint a budget committee. Nancy Brewer, Lucas Hunt and Judy Heffington will make up the committee.
- A recent gift in the amount of \$25,000 was awarded to the library from the estate of Jane Webb, a close friend of Teresa's and the aunt of former board member Andy Augustin. Teresa requested that the money be set aside for future expansion to the library or for a special project. No stipulations were placed on the funds and a 5 year limit was suggested for the use of it. Jane volunteered to draft a proposal and present it before the commissioners
- Teresa suggested her final report to the commissioners will include a request the library's parking lot needs be addressed when capital projects restart.

- A discussion was led by Teresa on the December financial report. She reported more than 60% of the Gladish funds have been spent which is right on target for this time of year. She clarified that these funds can be used for books or anything promoting reading including audio books. Also, \$1,100 was spent for a new supply of library identification cards. The financial report was then accepted by the board.

## Local Report

- The Top Grant status was given by Marie. The American Job Center will be holding 2 classes on resume writing and online job searching. They are excited to work with the library in offering more programming aid for the public. Slots are being filled for Tech Talks. Marie reported that Teresa received an updated quote from the company installing wiring and will approach the County to help pay the difference in costs.
- Bobby Evers, local author, will be coming to the library at noon on January 16. for a reading from his new book *Airmail and Chocolate Pie!*
- The Coloring group donated cards to the nursing homes for a total of 400 cards in 2024. In addition, Marie's craft group donated 85 crafts to 2 nursing homes for Christmas. The materials were paid for by the Friends of the Library group.
- The staffers are working on a Core Competency course put out by the TSLA. The 28 modules cover a variety of skills related to their ability to address patrons needs in their respective jobs.
- Anna will be attending a training course in January on AI in Libraries at the Buffalo River Regional library.
- Friends of the Library Book Sale is scheduled for February 22-March 8.
- IRS Forms have shipped.
- Saturday, February 1, is Bring Your Child to the Library Day. A scavenger hunt with a prize for completion and a take home craft will be awarded to the participants.
- On January 14 OSHA inspectors will visit 2 buildings in the county which are unknown to all; however, the library will be prepared.

- LCSS requested the library visit 3 of the schools this semester and tell students how awesome the library is. Power Hour will be headed by Bailey who will offer the information to the schools.
- In November and December. the library issued 140 new library cards, checked out 61 CDs and 1,032 Audiobooks which were mainly used on Hoopla. In addition, 484 DVDs and 154 movies were checked out on Hoopla. Gladish funds are used for Hoopla at \$2,000 per month only for Lawrence County.
- Anna leads the Genealogy group at 2 pm on Tuesdays.

## **Regional Report**

- Anne told the Board the new director will have an orientation at the Regional office.
- Summer reading program for 2025 will be *Color Our World* and the materials have arrived at the regional office which will be forwarded to all libraries.
- Staffers are encouraged to register for upcoming events at the Buffalo River Regional Library. Administration requirements are 25 hours, 10 hours for staff, and 5 hours for part time employees.

Teresa suggested to Marie a full day could be devoted to in-house training on Active Shooter, Fire Precautions or instructions for CPR.

The next Board of Trustees meeting will be on March 4.

Adjournment followed.

Submitted by Judy Heffington, Secretary