

JEFFERSON COUNTY LIBRARY BOARD MINUTES  
JULY 9, 2020

Date: July 9, 2020

It was necessary for this meeting to be held electronically in order to protect the public health, safety, and welfare of the public in light of the coronavirus.

Board Members Present: Carolyn Allen, Paige Bolton, Tracy Cagle, Jessica Churchwell, Laura Darby, Jack Kramer, Joe Malgeri, Billie Parrott.

Library Directors: Bethany Hopkins, David Phillips, Donna Phillips, Sara Beth Minton, Matthew Jordan, Clinch River Regional Director

Library Assistants/ Clerks: None.

Guests: None

The meeting was called to order by Chairman, Jack Kramer. A roll of attendance was taken for library directors and board members as the meeting was being conducted electronically via Zoom. There were no visitors although some interest had been expressed by members of the Dandridge community.

Jack Kramer made a motion to approve the minutes of the May 14, 2020 meeting that had been sent by Billie Parrott, previous secretary, prior to the meeting.

The motion was seconded by Paige Bolton.

Corrections to the minutes were discussed and note was made that the changes had been made. The motion passed.

Financial Reports: Treasurer Carolyn Allen reported that the Jefferson County Commission approved the budget that was submitted by the library board. The budget was the same as last years budget with minor differences between libraries. No increase was requested.

The insurance bill was paid.

Sara Beth Minton attended the White Pine city budget meeting to request additional funding but was denied. The White Pine Budget Committee suggested she revisit the request in December 2020.

REPORTS FROM LIBRARY DIRECTORS

#### Clinch River Regional Report - Matthew Jordan

The Regional Report stands as submitted electronically.

The State's allowance for electronic meetings, due to expire on June 30, 2020 has been extended until August 31, 2020.

#### Dandridge Memorial Library - Bethany Hopkins

The Dandridge report stands as submitted.

Bethany added that the free pantry that the Dandridge library has been offering has experienced some losses recently. H and R Block has offered to partner with the Dandridge library to continue the free pantry and is having a permanent fixture built at the library.

The Dandridge Library has remained in Phase I of the state reopening plan because of an increase of Covid- 19 cases in her service area.

#### Jefferson City Memorial Library - David Phillips

The Jefferson City report stands as submitted.

David reports that he needs subs for the library.

#### Parrott-Wood Memorial Library - Donna Phillips

The Parrott-Wood report stands as submitted.

Donna reports that they have one patron who refuses to wear a mask in the library so they clean and disinfect when that patron leaves the library.

#### White Pine Public Library - Sara Bwth Minton

The White Pine report stands as submitted.

Sara Beth reports that she will be in Chicago next week but will be available electronically and by phone.

#### Committee Reports:

Jessica Churchwell, By Laws and Policy committee introduced a recommendation to adopt the draft of the Emergency Closure and that it replace the current policy. The recommendation passed by unanimous vote.

#### New Business

Bethany Hopkins at Dandridge submitted a salvage request. The request was passed unanimously.

A motion was made by Jack Kramer to make the temporary increase in hours at Parrott-Wood permanent.

The motion was seconded by Paige Bolton and passed unanimously.

Matthew Jordan reported that the Regional Website has changed training providers. Trustees training on homelessness is no longer available.

The next meeting of the Jefferson County Library Board is scheduled for Thursday, September 10, 2020 at 6:00pm.

The motion to adjourn was made by Carolyn Allen and seconded by Billie Parrott.

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Jack Kramer, Chairman

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Tracy Cagle, Secretary