

# MINUTES of The Spring Hill Library Board of Trustees

May 9, 2023 6:00 PM  
Spring Hill Library

Meeting called by: Chairman Brandon McCulloch

Members: Brandon McCulloch, Gail Adkins, Tara Ebert, Dee Neuman, Alicia Fitts, Bill Luttmann, John Canepari

Others Invited to Attend: Dana Juriew, Amber Halter, Marion Bryant, Naomi Derryberry, Tony Tolstedt

## Agenda

Call to Order at 6:05pm by Brandon McCulloch

Stipulation of LBOT Members Present: Absent John Canepari and Tony Tolstedt

General Announcement

The procedural rules for public comment will be as follows: Items are taken in order of the agenda. Audience members wishing to speak must be recognized by the Chairman and will have five minutes to address the Library Board of Trustees. No rebuttal remarks are permitted.

Public Comments:

Rasika Nerkav a resident of Spring Hill introduced herself and stated desire to be on Library Board.

Three members for the Foundation Board are present: Lisa Alwine, Sara Tolstedt, & Darline Jaco

Consent Agenda

Approval of Minutes: Alicia Fitts moves to approve. Seconded by Brandon McCulloch. All approved

Reports

Director's Report: Dana Juriew

Budget and Funding:

Proposed budget for FY 23-24 has been presented to BOMA for first reading on May 15. Second reading on June 19.

Additional full-time position of Library Technician I – Programming Assistant was also requested and not selected by Leadership to move forward.

Dana presented a budget request to Williamson County in the amount of \$30,000. While \$26,165 was passed by the Budget Committee, Brandon has had communication with Mayor Anderson about an additional \$5,000. Dana presented a budget request to Maury County of \$35,000 and was awarded \$30,000 by the Budget Committee.

Staffing:

Anna Wilczek resigned her position on April 28. Rachel Dixon moved from a part-time Library Tech I position into Anna's full-time slot. Rachel will also be attending the Master's in Information Sciences program at UT. We are reviewing applicants for the resulting part-time vacancy.

### Programming and Outreach:

Marsha and Jessica continue to gear up in the highest gear possible for Summer Reading. The theme this year is "All Together Now." Please see flyer to be distributed during the meeting for a description of various exciting programs and reading incentives. Last year we reached our goal of 1,000 participants. This year we'll aim for 1,200.

Phil Bennett again filled the MPR for his presentation on General Van Dorn and his fatal affair with Mrs. Jessie McKissack for the Library/Historic Commission/FOL Speaker Series. High praise for both the series and for library staff. Attendees have asked that the series NOT go on hiatus during the summer. May's topic is the Tennessee Children's Home, followed in June by a tour of the UT Experiment Station.

Jessica and Ezra participated in an ESL Open House in Maury County Schools, presenting library services and programs in both English and Spanish.

Jack Cobb, Communication Director for Maury County Schools, is distributing our Summer Reading flyer to all students, thanks to Jessica's persistence. She will also be visiting several Spring Hill schools on the Maury County side to promote Summer Reading during students' lunch hour. We traditionally have a significantly higher participation from Williamson County students. Spring Hill Elementary students have an ongoing art exhibit in the Teen Area.

The Library was featured in a short interview with Dana by Maury County Chamber and Economic Alliance (aka Maury Alliance) on their Facebook page.

### Training:

All staff have completed their State training requirements, with the exception of Dana, who has the requisite hours in, but not the Core Competencies completed.

#### **Budget Report: Dana Juriew**

Budget for FY 2022-2023 isn't lining up as it should due to new account numbers. All should be fixed by end of fiscal year.

#### **Buffalo River Regional Library: Marion Bryant**

Next workshop is June 1, 2023 on Public Library Standards Survey Workday. This will be in person and virtual.

Grant opportunities with the Tennessee State Library and Archives for public libraries with their technology needs.

Marshall and Maury County are still looking for Library Director.

Friends of the Library: Naomi Derryberry

Our April Quarter Book Sale was a great success.

Friday night was our member only sale with attendance of 45 and over \$400.00 in sales.

Saturday had attendance of 450 and \$2550.00 in sales.

Planning on having a PopUp sale for our PopUp books on July 22, 2023.

Next Quarter Book Sale will be July 29, 2023.

Working on redoing the Friends brochure.

Linda Fields and Lynn Krisinger have been working on increasing friends membership.

#### New Business

Library Foundation: Alicia Fitts

Presented the following to be on Library Foundation Board

Alicia Fitts

Brandon McCulloch

Tara Ebert

Naomi Derryberry

Dee Neuman

Dana Juriew

Sara Tolstedt

Darline Jaco

Lisa Alwine

Donna Isbell

Kirby Lane

Brenda Hogan

Bill Luttmann made motion to approve. Tara Elbert seconded. All approved.

Library Policy Drafts Regarding Staff and Library Volunteer Organizations: Dana Juriew

Recruitment of Candidates For Positions to include the following:

Due to potential conflict of interest, active members of volunteer organizations that are affiliated with the library, such as the Library Board of Trustees (LBOT), Friends of the Library (FOL) and the Spring Hill Public Library Foundation, will not be considered as candidates for library employment

Brandon McCulloch made a motion to approve. Bill Luttmann second. All approved.

Policy for Volunteer Work to change to Volunteer Work and include the following:

Staff Volunteers

Staff may not hold office or membership in any volunteer organization that is affiliated with the library, such as the Library Board of Trustees (LBOT), the Friends of the Library (FOL), or the Spring Hill Public Library Foundation.

Brandon McCulloch made a motion to approve. Bill Luttmann second. All approved.

Discussion of Citizen Surveys: Dana Juriew, Amber Halter

Direction of Citizen Survey for the tone of survey. Getting testimonial from public of library of good experiences at library, how the staff helped or other area to comment on.

Alicia Fitts made motion for Amber to do general survey and present at next meeting. LBOT will work with Dana Juriew & Amber Halter on communication with BOMA.

Bill Luttmann seconded. All in favor.

Other Business

Today May 9, 2023 is the fifth year anniversary of Dana Juriew as Library Director. She has been with the library for a total of 7 years.

Public Comments: None

Next scheduled meeting: July 11, 2023 @ 6:00 PM

Motion to Adjourn at 7:44pm by Brandon McCulloch. Seconded by Alicia Fitts. All approved.