

McMinn County Library Board
January 25, 2021

The McMinn County Library Board met on January 25, 2021, via Zoom as per Governor Lee's Executive Order due to Covid.

Those in attendance were Tyler Forrest, Tim Womac, Robin Arms, Everett Gillespie, Maggie Hoffman, Patricia Ekiss, Robert Sherwood, Mickey Blevins, Lynn Perkinson, Mary Tickel, Liz Shreck, and Peyton Eastman

Tyler Forrest called the meeting to order.

The minutes from October 23, 2020, and November 22, 2020, were both presented. A motion to approve was presented by Tim Womac and seconded by Robert Sherwood. It was approved unanimously by roll call vote.

Tim Womac presented the finance report. Third-quarter checks have been distributed to the libraries. The draw-down error from the previous meeting has been corrected. Tyler noted that due to the receipt of several grants, EG Fisher is sitting in a better position financially than it has in the past.

Reports:

Calhoun: Mary Tickel reported Calhoun's numbers have stayed consistent. They are keeping patrons down to 5 in the building at a time and they are working on various grants.

EG Fisher: Peyton Eastman reported that EG Fisher had to temporarily return to Level 2 services due to Covid cases. They have hired two new Front Desk Employees and have hired Cody Dishner as Program Director. They expect to return to Monday and Tuesday Evening hours starting February 8. They have received a donation of a Children's Reading Corral from Cleveland Bradley Public Library.

They have earned \$14, 650 from the Year-End Donation Campaign. They have received several other grants. She and the accountant are working on the audit paperwork. Peyton is looking into various other grants for 2021.

Friends of the Library: Tyler reported that the Friends are working on obtaining a new trailer for the book storage. Lynn reported that the library needs to take ownership of the new trailer as the books belong to the library. The Friends wanted clarification that all of the IRS and Tax-exempt paperwork was up to date. Peyton stated that she had no reason to believe that it is not up to date, however she will check with the accountant. Tyler confirmed that the trailer will still be covered on the current insurance policy.

Robin Arms moved Maggie Hoffman seconded that the Board accepted a new trailer for the Friends of the Library. It was approved unanimously by voice vote.

Englewood: Maggie reported that everything is going well and operating according to Covid protocols. They have hired a new employee and hope to be starting their book club back up again soon.

Etowah: Lara Crockett sent a report to the Board. Policies and Protocols are continuously being updated.

Regional Library: Liz Shreck reported that the Trustee Training is still available. Liz pointed out several training and grant opportunities. The State Library is slated to have its grand opening in April.

EG Fisher Capital Request:

Tyler reported that he and Peyton are continuing to seek a vendor for the building's painting needs. Robert Sherwood moved and Maggie Hoffman seconded that Peyton can proceed with the vendor search and then accept the lowest bid. The motion passed unanimously by voice vote.

Attorney Questions on Personnel Issues: Tyler reported that they were still waiting on Chris Trew to answer the several questions that the board has concerning Personnel and Covid. At this date, he has not answered the questions yet. Tim Womac moved and Robert Sherwood seconded that Tyler has permission to seek the counsel of Athens attorney Bridget Wilhite if Chris Trew is unable to answer the board's questions. The motion passed by voice vote with all ayes and Lynn Perkinson abstaining.

Nominating Committee Update: Mickey Blevins reported that he is updating the spreadsheet of term expirations. He is in the process of trying to find someone to take the Calhoun representative position.

EG Fisher FY 22 Public Library Request: This is the request that is being presented before the County and the City. It is broken down into two parts. The first part is a request to help bring the workers' pay to a more competitive amount within 5 years, the second is the broken down amount of daily operating costs. Robin pointed out the possibility of an increase in the minimum wage and suggested that this be done sooner rather than later. Patricia Ekiss made a motion that the funding request be made as presented with the changes to 3 years for the payroll and operating costs increases. Everett Gillespie seconded. The motion passed unanimously by roll call.

EG Fisher Investment Fund: Tyler Forrest reported that Jordan Curtis felt that too much of the investment fund is made up of cash. He suggested that more investments be placed into stocks with stipulations. Expenditures from the fund will be 4%, however, in the event of an emergency more can be withdrawn with either board or executive board permission. Robert Sherwood moved and Mickey Blevins seconded the suggestions that were presented. The motion passed unanimously via roll call.

EG Fisher Pay Period Structure Change: Current pay period is twice a month. Justin Hicks recommended that the pay be changed to a 37.5 hour week with the employees being paid every other week. This will affect only full-time hourly employees. A motion to have a revised

37.5 hour work week and shift payroll to every other week. This will also be reflected in the employee handbook. This will be implemented as soon as practically possible by Peyton Eastman and the board's accountant. This motion was made by Patricia Ekiss and seconded by Maggie Hoffman. The motion passed unanimously via roll call vote.

TCRS: Our percentage that is being paid into the fund is 60 % which is extremely high due to the size of our entity. Peyton is looking to see if there is a way to offset this cost.

There was no public comment.

Maggie Hoffman moved to adjourn and Patricia Ekiss seconded.

The next regular meeting will be on March 22, 2021 at 6 pm.