

McMinn County Library Board
1289 Ingleside Avenue
Athens, Tennessee 37303

Board Meeting Minutes
MARCH 24, 2025 at 6:00 PM

Present – Vice Chairman Mickey Blevins, Treasurer Tim Womac, Secretary Tyler Boyd, EGFPL Director Rebeckah (Becky) Coleman, Regional Library Director Liz Schreck, and MCLB members Jan Dingess, Kay Harper, Ashley Smith, and Jacob Burnette. MCLB Chairman Tyler Forrest and MCLB member Tara Carter were absent.

I. Call to Order, Establish Quorum, and Acknowledgments

Vice Chairman Blevins welcomed everyone and established a quorum. He recognized and welcomed the newest MCLB member, Jacob Burnette, who made brief remarks.

II. Public Comments

There were no comments from the public.

III. Approval of Minutes

Secretary Tyler Boyd presented the Minutes from the January 27, 2025 meeting.

Board member Jan Dingess made a motion to approve the Minutes. Board member Jacob Burnette seconded. The motion passed unanimously.

IV. Paul Johnson from Johnson, Murphy, and Wright discussed his company's audit of the library, and commended us for a "clean audit" that will please the state comptroller. He thanked EGFPL Director Becky Coleman and Bri McKinney from Warren-Jackson for their help.

Board member Jacob Burnette made a motion to adopt the audit report. Board member Kay Harper seconded. The motion passed unanimously.

V. Treasurer's Report

Treasurer Tim Womac compared January 2024 to January 2025, noting that the paying for the audit led to an increase in expenses in January 2025. He noted the same for February 2024 and 2025, and added that income decreased in February 2025. He reported that he was preparing to email letters requesting the 4th quarter checks, which should be ready by early April. He reminded the Calhoun, Englewood, and Etowah to spend all of their money by the end of June and to "not leave money

on the table.” He also noted that the Fisher Library has to pace itself on its spending because it has to wait for the approval of the city and county budgets.

Board member Jacob Burnette asked about expenses for future audits. Treasurer Womac answered that audits will be “less frequent.”

Fisher Library Coleman reported that the EGFPL Friends of the Library had reimbursed the library for the new flooring in the Community Room, and that they had paid for a new refrigerator for the kitchen and the new book drop outside. She also noted that the Friends would be paying for new genealogical resources later in the year and that the donors who paid for the new lights in the back room also installed them.

VI. Library Reports

- i. Calhoun – Treasurer Tim Womac reported that the library staff is preparing for the Summer Reading Program and that the Wise Owl Reading Hour is being held the 2nd Thursday of each month.
- ii. E.G. Fisher – EGFPL Director Becky Coleman reported that she has been developing other departments in the library. She shared that Richelle Brinkley had been hired as the new Circulation Manager and that Jerri Hill is now a Reference Genealogy Specialist. She noted that Cyndi Scott is now the Administrative Assistant. She reported that they have submitted their budget request to the city and is preparing the budget request for the county. She shared that the Fisher Library has been working with the other three libraries in the county to plan Summer Reading Programs. She also read a letter from a visiting patron from New York who praised the library and made a donation.
- iii. E.G. Fisher Friends of the Library – EGFPL Director Becky Coleman reported that the Friends were recruiting new members, preparing for the Used Book Sale in June, and thinking of other fundraising ideas.
- iv. Englewood – Board member Jan Dingess reported that the library had 95 patrons in February, and 82 patrons who used the computers.
- v. Etowah – Board member Kay Harper reported that the library hired a new temp worker and has submitted an E-Rate funding application. She also shared that April will feature Beekeeper Education programs.
- vi. Regional Library – Regional Director Liz Schreck discussed recent Data Analytics Training and previewed an upcoming Community Engagement and Action meeting. She noted that grant application windows were opening

soon and that Tech Grant applications were now closed. She gave updates on board appointments. She previewed the upcoming Youth Services Summit and the Annual Trustee Workshop in September. She distributed handouts and discussed READS statistics.

VII. Old Business

- i. MCLB Book Order/Disposition Reports – Vice Chairman Blevins reported that they are available.
- ii. MCLB By-Laws Review Committee – Treasurer Tim Womac and Secretary Tyler Boyd discussed proposed changes to the By-Laws. Regional Library Director Liz Schreck recommended changing the wording in Article VIII about the hiring of library directors for Calhoun and Englewood. Vice Chairman Blevins recommended postponing action on the By-Laws until the May meeting.

VIII. New Business

- i. MCLB Nominating Committee – Members/Officers – Chairman Blevins stated that he, Tyler Boyd, and Jan Dingess were all willing to be reappointed to the MCLB and that he had yet to discuss it with Tara Carter.
- ii. MCLB Meeting Date – The board discussed rescheduling the May meeting so as to not conflict with Memorial Day (May 26). The board agreed to meet on Thursday May 22. Regional Library Director Liz Schreck recommended changes to the Meeting Dates section in Article V of the By-Laws to permit more flexibility in rescheduling meeting dates.
- iii. EGFPL Collection Development Policy/Form – Fisher Library Director Becky Coleman requested tabling New Business Items III, IV, V, and VI to future meetings.
- iv. EGFPL Internet Safety Policy - Tabled
- v. EGFPL Policies and Procedures Handbook - Tabled
- vi. EGFPL Staff Handbook Updates – Tabled
- vii. EGFPL Fine For Food Program Proposal – Fisher Library Director Becky Coleman reported on previous implementations of the program and asked for board approval to implement it again over the summer.

Board member Ashley Smith made the motion. Board member Jan Dingess seconded. The motion passed unanimously.

Vice Chairman Blevins reminded the board members to complete their Trusteeship Training, and that the next board meeting will be on Thursday May 22, 2025 at 6:00 PM.

Vice Chairman Blevins adjourned the meeting at 7:08 PM.