

McMinn County Library Board
1289 Ingleside Avenue
Athens, Tennessee 37303

Board Meeting MINUTES
SEPTEMBER 22, 2025 at 6:00 PM

Present – Chairman Tyler Forrest, 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, Jacob Burnette, and Dwight Jordan.

- I. Call to Order, Establish Quorum, and Acknowledgments - Chairman Forrest welcomed everyone and established a quorum.
- II. Funding Bodies Plaque Presentation- Chairman Forrest noted that no representatives from the funding bodies were able to attend tonight. Fisher Library Director Coleman presented a plaque from all four county libraries to the MCLB.
- III. Public Comments - There were no comments from the public.
- IV. Approval of Minutes - Secretary Tyler Boyd presented the Minutes from the July 28, 2025 meeting. Board member Jacob Burnette made the motion to accept the Minutes. Board member Jan Dingess seconded. The motion passed unanimously.
- V. Treasurer's Report - Treasurer Tim Womac compared income and expenses for July 2024 and July 2025. He noted that our check from the county arrived in July this year. He reported that he contacted Sharon Gates after learning that the County Commission approved the county's 2025-2026 budget. He thanked Fisher Library Director Becky Coleman for securing income from the TOP Grant. He reported that a \$7,869 insurance expense made expenses for July 2025 higher than for July 2024. He thanked our CPA Bri White for working to ensure that the insurance categories are correct. He noted that payroll/personal expenses for July 2025 were slightly lower than the year before. For August, he noted that the check from the City of Athens arrived in August. He reported that operating, training, equipment, and material expenses were down from August 2024. He noted expenses for Children's Programs and an increase in payroll/personnel expenses. He reported that letter for second quarter checks have been mailed out. He also reported that the Maintenance of Effort documents have been making its rounds around the county, already signed by Calhoun, Englewood, and the McMinn County Finance Office. He expressed excitement for the completed audit that will be discussed and hopefully approved later in the meeting.
- VI. Library Reports

- i. Calhoun – Treasurer Tim Womac reported that he and Calhoun City Manager Joe Bryan plan to interview applicants for a new library director. Womac hopes Bryan and the new director will attend the November MCLB meeting.
 - ii. E.G. Fisher – Fisher Library Director Becky Coleman reported on the instillation of a new Community which costs the library nothing. She reported that the library had 5,947 patrons in August, with 543 computer users, and that 68 new library cards were issued. She discussed changes to the Noon Book Club and noted that the Library's "Trick or Treat in the Wetlands" was coming up in October. She reported on a new circulation clerk and that Jenny Tudor had been hired as assistant circulation manager. She said she was working on reviews and TOP Grant applications.
 - iii. E.G. Fisher Friends of the Library – Friends of the Library President Bo Perkinson discussed new equipment they hope to purchase for the Fisher Library and a recent \$5,000 donation from the Linda Chesnutt estate. He noted that Bargain Barn donated a new trailer. He previewed an upcoming Noon Book Club event.
 - iv. Englewood – Board member Jan Dingess reported the library had 134 patrons in July, with 117 computer users, and 104 patrons in August, with 88 computer users. She also noted an event planned for December.
 - v. Etowah – Board member Kay Harper reported on upcoming grant applications and noted that the library recently received a \$1,733 matching Tech grant. She also discussed the revival of Toddler Storytime and that STEAM Fridays would begin soon.
 - vi. Regional Library – Regional Director Liz Schreck discussed READS stats and Public Library Surveys for regional membership. She previewed the upcoming Trustee Workshop in Crossville on September 25 and noted that Treasurer Tim Womac and board member Dwight Jordan plan to attend. She also previewed the upcoming Summer Reading Conference on October 1. She reported that Fisher Library staff member Jenny Tudor was interning with her at the Regional Library office for her Master's Degree.
- VI. Old Business
- i. MCLB Book Order/Disposition Reports - Chairman Forrest reported that they are available.
 - ii. MCLB FY26 Capital Budget Request Update – Fisher Library Director Becky Coleman discussed a large increase from the City of Athens for the library's capital fund. She noted that the library's security and fire

systems are quickly “aging out” and shared some quotes for replacing the systems. She also discussed cyber security improvements.

Treasurer Tim Womac made a motion for the MCLB to request \$19,400 for capital funds from the McMinn County Commission. Vice Chairman Mickey Blevins seconded. The motion passed unanimously.

Fisher Library Director Becky Coleman discussed a draft of a proposed fundraising flyer. She acknowledged and thanked Peggy Dow, a former Athens resident who visited a few years ago, for her generous financial support of the library. She also noted that she and Chairman Tyler Forrest looked over the list of past donors and will be reaching out to them first.

- iii. EGFPL Patron Survey Additional Responses – Fisher Library Director Becky Coleman discussed 90 new survey responses and noted new options on the survey for residency. 48 percent of the respondents live outside McMinn County. The survey revealed that the #1 reason people visit the library is for free access to books. Regional Library Director Liz Schreck noted that the standard is to do a survey at least every three years. The board agreed to reopen the survey next summer.

VII. New Business

- i. EGFPL FY25 Audit Approval – Treasurer Tim Womac compared he audits to teacher evaluations and noted that they include notes on room for improvement. He reported that we received a “clean audit” and that the auditors recommended including a signature on check and credit card receipts and invoices on future audits. Various board members discussed the audit. Board member Jacob Burnette made a motion to approve the audit. Board member Ashley Smith seconded. The motion passed unanimously.
- ii. EGFPL Trailer Disposition – Chairman Forrest reported that the old trailer (donated by Mayfield Dairy) parked behind the library has been replaced by a new trailer (donated by Bargain Barn). He asked the board to approve the disposition of the old trailer. Secretary Tyler Boyd made a motion. Board member Jacob Burnette seconded. The motion passed unanimously.

Chairman Forrest reminded the board members to complete their Trusteeship Training, and that the next board meeting will be on Monday November 24, 2025 at 6:00 PM.

Chairman Forrest adjourned the meeting at 6:54 PM.