

McMinn County Library Board
1289 Ingleside Avenue
Athens, Tennessee 37303

Board Meeting MINUTES
FEBRUARY 9, 2026 at 6:00 PM

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

- I. Call to Order, Establish Quorum, and Acknowledgments - Chairman Forrest welcomed everyone and established a quorum.
- II. Public Comments – None
- III. Approval of Minutes - Secretary Tyler Boyd presented the Minutes from the September 22, 2025 meeting. Board member Jan Dingess made the motion to accept the Minutes. Board member Jacob Burnette seconded. The motion passed unanimously.
- IV. Treasurer’s Report - Treasurer Tim Womac reported that the 4th quarter checks were picked up in January. He compared income for November 2024 and November 2025, noting that income was higher in 2025 due mostly to the \$2,100 Programs Grant. He noted that November 2025 expenses were lower than November 2024 because of the audit expense in November 2024. Payroll expenses were also lower in November 2025. He compared income for December 2024 to December 2025, noting that the quarterly check from the City of Athens came in and that, in December 2025, the Friends donated \$8,000, a \$1,000 grant, and a \$9,490 unrealized gain in the Long Term Investment Account. He noted that expenses were down in December 2025 due to no health insurance expenses. He also reported that Fisher Library Director Coleman picked up the 3rd quarter checks in January and that the 4th quarter checks are expected in early April. He also reminded the three other libraries to “not leave all the money on the table” by the end of June while the Fisher library has to pace its spending this time of year because of the summertime drought.

Chairman Forrest noted that the auditors requested we begin including unrealized gains and losses in the Long-Term Investment Account on the monthly financial statements.

Board member Jacob Burnette made a motion to approve the Treasurer’s Report. Board member Ashley Smith seconded. The motion passed unanimously.

V. Library Reports

- i. Calhoun – Treasurer Tim Womac reported that over 300 toys were given away to kids attending the library’s Christmas program. The former library director has returned as the night clerk, working Tuesday and Thursday evenings. He reported that the library will have a booth at the Open House at Calhoun Elementary School and discussed plans for the upcoming Wise Owl Reading Program.
- ii. E.G. Fisher – Fisher Library Director Becky Coleman reported that the library has a new quarterly newsletter. A Chronicles of Narnia event was held in the pavilion. She previewed the February Noon Book Club meeting which will feature discussion of a Frederick Douglas book. The library received \$2,000 for the Storybook Trail. The hopscotch, checkers, and chalk area on front porch of the library was the second Eagle Scout project to benefit the library. She shared 1st quarter statistics – 20, 188 visits; 68 volunteers, 1,728 PC users, and 300 reference inquiries.
- iii. E.G. Fisher Friends of the Library – Friends of the Library President Bo Perkinson said the Friends group provides lunch on the second Wednesday of each month at noon. He reported on the December Noon Book Club meeting which featured a discussion on the book *Into the Wild* led by Shane and Becky Coleman. He previewed the February Noon Book Club meeting in which Stephen Dick will lead a discussion of the book *Flash Boys*. He reported on the Friends January meeting which included budget approval, the election of officers, and ByLaws changes. He reported that the Friends have given the Fisher Library approx. \$29,000 for capital projects over the past two years.
- iv. Englewood – Board member Jan Dingess reported that the library had 95 visitors in November with 88 PC users, 109 visitors in December with 90 PC users, and 83 January visitors with 73 PC users. She reported that 9 kids and 11 adults attended the Christmas Storytime event in December and said the next Storytime was scheduled for May.
- v. Etowah – In the absence of Kay Harper, Chairman Forrest read a report send by Harper. The report noted that the cleaning out of the downstairs level as part of renovations is almost complete, two large stacks were donated to the Tellico Village Library, the City of Etowah is preparing to release its grant RFP, new computers and hard drives were ordered using a TSLA grant, library hotspots continue to circulate as part of the library’s TOP Grant project, Friends of the Carnegie Library VP Jeff Dearmin will begin teaching digital literacy classes, lunches were distributed to kids over Christmas break in collaboration with the YMCA, children’s crafts and reading challenge programs are being planned, local author Jason Fetzer visited in December to

discuss his new book *The Carrot and the Cattle Prod*, two local ministries have assisted in stocking the library's blessing shelf.

- vi. Regional Library – Regional Director Liz Schreck discussed upcoming trainings for library staff and trustees, asynchronous online training, uses for AI (artificial intelligence), and the Niche Academy. She noted that the Tech Grant spending deadline is April 30 and said it was time to begin planning for Summer Reading programs. She discussed changes to TEL (Tennessee Electronic Library) to ensure that all users are residents of this state. Secretary Tyler Boyd asked about the reasons for the TEL changes and discussed it with Schreck. Schreck presented a Virtual Tech Roundtable training certificate to library staff member Beth Jackson.
- VI. Old Business
- i. MCLB Book Order/Disposition Reports - Chairman Forrest reported that they are available.
 - ii. MCLB Collection Review Reports – Chairman Forrest reported that all four county libraries have completed the review and that the Secretary of State sent a letter of thanks to all libraries.
 - iii. MCLB FY26 Capital Budget Request Update – Chairman Forrest and EGFPL Director Coleman discussed the library's preparations to request capital funds from the McMinn County Commission for a new security system and fire alarms. She shared quotes for each. Chairman Forrest and Board member Jacob Burnette discussed the quotes with Coleman. Chairman Forrest asked to go ahead and make the budget request from the Commission and recommended reaching out to the City of Athens for their budget requests soon.
 - iv. EGFPL Fundraising Update – Fisher Library Director Becky Coleman reported that the library is preparing to register as a charitable organization with the Secretary of State for IRS Form 990 purposes. She also discussed recent donations and memorials.
- VII. New Business
- i. MCLB Nominating Committee – Regional Library Director Liz Schreck reported that board member Jacob Burnette's term is expiring in July 2026 and noted that he was appointed to fill the unexpired term of former board member John Duggan who resigned in November 2024. She also noted that Chairman Forrest and Treasurer Womac term out in 2027 and that board members Kay Harper and Ashley Smith are eligible for

reappointment for second terms in 2027. Chairman Forrest noted that officer elections will be at the May meeting. Secretary Boyd and Regional Library Director Schreck discussed how library board term limits of two consecutive terms are not lifetime limitations and that individuals may be reappointed after three years off.

- ii. CALHOUN Library Hours – Treasurer Tim Womac proposed changing the library’s hours (currently 9 AM to 5 PM on Monday, Wednesday, and Friday and 9 AM to 8 PM on Tuesday and Thursday) to 8 AM to 4 PM on Monday, Wednesday, and Friday, and 8 AM to 7 PM on Tuesday and Thursday. Regional Library Director Schreck noted that the library must maintain a minimum number of hours to comply with the MOE (Maintenance of Effort) Agreement.

Secretary Tyler Boyd made a motion to approve the change to the library’s hours for a six-month trial basis. Board member Jan Dingess seconded. The motion passed unanimously.

- iii. EGFPL Bed Bug Policy - Fisher Library Director Coleman requested a change to the return policy for items returned with “bedbugs” and their disposal. She proposed changing “bedbugs” to “bugs” and include “cockroaches” and “other infestation-causing pests.” She also requested a policy change to require any patron who returns an item with bugs to provide proof they have treated their homes for infestation before they can check out an item again. Several discussed this issue and how to best write the policy to benefit the library and be sensitive and fair to patrons.

Board member Ashley Smith made a motion to approve the policy change. Board member Jan Dingess seconded. The motion passed unanimously.

- iv. EGFPL Overtime and Compensatory Time Policy – Fisher Library Director Becky Coleman requested a change in this policy to allow “work taken home on a limited basis.” This will only apply to the library’s leadership team with the director’s approval and cannot exceed a 4-hour block for any certain day. Several discussed remote work and how to best utilize it to benefit staff members while including reasonable limitations.

Board member Jacob Burnette made the motion to approve the policy change. Treasurer Tim Womac seconded. The motion passed unanimously.

Fisher Library Director Becky Coleman noted that the gallery is currently displaying artwork by our late patron Dickey Simpson.

Chairman Forrest reminded the board members to complete their Trusteeship Training, and that the next board meeting will be on Monday March 23, 2026 at 6:00 PM.

Chairman Forrest adjourned the meeting at 6:55 PM.