

CHATTANOOGA PUBLIC LIBRARY
1001 BROAD STREET
CHATTANOOGA, TENNESSEE

MINUTES
BOARD MEETING-FEBRUARY 16, 2016
12:00 P.M.

The Board of Directors of the Chattanooga Public Library met on February 16, 2016 at 12:00 p.m. with Board Chair, Karen McMahan, presiding.

Mr. Daniel Walker called the roll. The following members were present:

Erik Broeren
Herb Cohn
Saunya Goss
Tom Griscom
Karen McMahan
Susan Robinson
Daniel Walker

Also present: Corinne Hill, Executive Director; Richard Beeland, Chief Administrative Officer; Mary Jane Spehar, Assistant Director; Natalie Phillips, Fiscal Analyst; Karen Brown, Administrative Manager; Nel Reid, Library Assistant.

Ms. Karen McMahan, Board Chair, called the meeting to order.

APPROVAL OF THE MINUTES OF THE JANUARY 12, 2016 BOARD MEETING:

Ms. Susan Robinson made a motion that the minutes of the January 12, 2016 meeting be approved. Mr. Tom Griscom seconded the motion. The motion was approved and carried.

TREASURER'S REPORT:

Fiscal Year 2016 with five (5) months of the budget year remaining:

Mr. Herb Cohn reported the library's income at 41% to be received within the remaining fiscal year. The library's expenses are at 49% to be expended within the remaining fiscal year.

Receipts are as follows: State General Services Metro Grant reimbursement in the amount of \$48,593.53.

FRIENDS OF THE LIBRARY REPORT:

Mr. Herb Cohn, Board Liaison to Friends of the Chattanooga Public Library, read from a report prepared by Mr. William Sundquist, Chair, Friends of the Chattanooga Public Library.



Dear Library Board,

As you can see above, the Friends of the Library has a new logo. We are excited about where this fresh look will take us in the future.

Our office manager resigned and we are in the hiring process. If you know of anyone who would like to apply, the deadline for resumes and references is Thursday, February 18, 2016.

Our weekend downtown branch sale raised \$1,500.00. With those funds we are going to purchase twenty-two (22) new six foot tables that are desperately needed. Thank you to all that helped!

Our first big book sale is at Eastgate Town Center from March 12, 2016 until March 21, 2016. Volunteers are needed. Help us spread the word that any teacher or nonprofit in Hamilton County can come on March 21, 2016 and take as many books as they can carry for free.

Thank you for your support.

William Sundquist, Chair

COMMITTEE REPORTS:

There were no committee reports.

DIRECTOR'S REPORT:

Ms. Corinne Hill announced to the Board that the Eastgate and Northgate branches will now open at 9:00 am Monday through Saturday.

Ms. Corinne Hill announced to the Board that the Rice Carothers note cards have been printed and are now on sale for \$8.00 in the Downtown Library's Circulation Department with hopes to sell them at other organizations throughout the city.

Ms. Corinne Hill reported that 28,059 Hamilton County School (HCDE) students have been issued library cards and represent 10% of the Library's total circulation. 7,714 students have activity on their cards (27% activity).

Ms. Corinne Hill presented to the Board a report on library staff travel for February – March 2016. A copy of the travel report is attached and made a part of these Minutes.

Ms. Corinne Hill presented to the Board a preliminary draft agenda for the initial strategic plan update meeting created by Mr. Jeff Schwartz.

Mr. Herb Cohn asked for an update on the Chattanooga History Center. Ms. Corinne Hill stated that there is no new information.

There being no further business to discuss, Ms. Karen McMahon adjourned the meeting at 12:45 p.m.



Mr. Daniel Walker, Board Secretary

Travel Report

February-March 2016 Travel

Corinne Hill, Executive Director

March 6-14, 2016 IFLA, Public libraries Section, Mid-Year Conference, Zagreb, Croatia

Corinne is a member of the board and reporting on progress of the 2016 Satellite Conference in Philadelphia, PA. for which she is the planning committee chair.

(Paid for by Corinne Hill)

Sarah Anne Brewer, Circulation Manager

February 29, 2016 TennShare Board Meeting, Nashville, Tennessee

Sarah Anne is a member of the TennShare Board.