

CHATTANOOGA PUBLIC LIBRARY
1001 BROAD STREET
CHATTANOOGA, TENNESSEE

MINUTES
BOARD MEETING-JANUARY 21, 2014
12:00 P.M.

The Board of Directors of the Chattanooga Public Library met on January 21, 2014 at 12:00 p.m. with Board Chair, James Kennedy, presiding.

The following members were present:

Lilian Bruce
Herb Cohn
Tom Griscom
Mai Bell Hurley
James Kennedy
Theresa Liedtka
Karen McMahon
Chrystal Partridge
Tiffanie Robinson

Also present: Corinne Hill, Executive Director; Nate Hill, Assistant Director; William Sundquist, Friends of the Library Chair; Valerie Malueg, City Attorney; Eileen Johnson, Fiscal Analyst; Karen Brown, Executive Assistant and Nel Reid, Administrative Assistant.

Mr. James Kennedy, Board Chair, called the meeting to order.

APPROVAL OF THE MINUTES OF THE NOVEMBER 19, 2013 BOARD MEETING:

Mr. Tom Griscom made a motion that the minutes of the November 19, 2013 meeting be approved. Ms. Mai Bell Hurley seconded the motion. The motion was approved and carried.

TREASURER'S REPORT:

Mr. Herb Cohn, Treasurer, reported that the library's income and expense receipts are on track at 48 percent with six (6) months of the budget year remaining.

Receipts are as follows: Semi-Annual Endowment Interest in the amount of \$27,946.87. Contract service expenditures are as follows: \$1,033.00 for security service; \$1,385.00 for Sandler Training on Managing Organizational Change; \$5,386.00 for an extended warranty on Power Edge and ArcServe Backup; \$5,765.00 for Envisionware annual maintenance; \$1,152.00 to Stanley Convergent for alarm monitoring and maintenance Downtown.

Expenditures are at 46 percent for the fiscal year.

Mr. Herb Cohn made a motion to approve a change in the Raymond James investment policy. Ms. Karen McMahon seconded the motion. The motion was approved and carried.

Mr. Herb Cohn made a motion to approve Mr. James Kennedy's signature authorizing automatic payment from the library's Globalt account to Raymond James for quarterly fees. Ms. Mai Bell Hurley seconded the motion. The motion was approved and carried.

FRIENDS OF THE LIBRARY REPORT:

The Friends of the Library Executive Council meeting has been changed from the third Tuesday of each month to the fourth Tuesday.

At the January Executive Council meeting, Friends of the Library will honor Charlotte Vlasits, Librarian at Chattanooga School of Liberal Arts and recipient of the ALA / Carnegie Corporation / New York Times "I Love My Librarian Award".

The Friends of the Library book sale will take place on February 22, 2014 – March 1, 2014 at Northgate Mall.

Friends of the Library will host a reception to honor Executive Director, Ms. Corinne Hill, winner of Library Journal's 2014 Librarian of the Year Award and library staff. The reception will be in the Downtown Library auditorium on February 14, 2014, 12:00 p.m. – 2:00 p.m.

The Friends of the Library State Meeting will take place on the 4th Floor of the Downtown Library Saturday, April 26, 2014. The guest speaker will be Charles Sherrill, Tennessee State Librarian and Archivist.

Library Day on the Hill is March 5, 2014. Anyone wishing to advocate for libraries is welcome to do so.

DIRECTOR'S REPORT:

Ms. Corinne Hill requested the Board's approval to pay Sandler Training for management training during the months of December, January and February at a cost of \$1,385.00 per month.

Ms. Corinne Hill requested the Board's approval to pay six (6) months utilities to Electric Power Board for the Downtown Library in the amount of \$90,232.00 and the Northgate Library in the amount of \$15,000.00.

Ms. Theresa Liedtka made a motion to approve all aforementioned payments. Ms. Mai Bell Hurley seconded the motion. The motion was approved and carried.

Ms. Corinne Hill presented to the Board a sustainable lighting update. The library is working with the city to get the contract with the architect signed.

Ms. Corinne Hill informed the Board of the City of Chattanooga's budget proposal process. The library must work through the Budgeting for Outcomes program for all funding.

Ms. Corinne Hill presented to the Board an update on the second floor design, which is almost complete.


The library has begun the process to have Government Documents removed from its collection.

The library is donating surplus shelving to the city of White House, Tennessee.

The library has ordered thirty-eight new computers to be distributed throughout the system. The South Chattanooga Branch is being networked for wireless access and new computers are being installed.

The library is working on a plan to get Hamilton County School students signed up for library cards through the school registration process.

There being no further business to discuss, Mr. James Kennedy adjourned the meeting at 1:13 p.m.

A handwritten signature in cursive script, reading "Chrystal Partridge", written over a horizontal line.

Dr. Chrystal Partridge
Secretary