

CHATTANOOGA PUBLIC LIBRARY
1001 BROAD STREET
CHATTANOOGA, TENNESSEE

MINUTES
BOARD MEETING-JUNE 17, 2014
12:00 P.M.

The Board of Directors of the Chattanooga Public Library met on June 17, 2014 at 12:00 p.m. with Board Vice-Chair, Karen McMahon, presiding.

The following members were present:

- Lilian Bruce
- Herb Cohn
- Tom Griscom
- Mai Bell Hurley
- Karen McMahon
- Chrystal Partridge

Also present: Corinne Hill, Executive Director; William Sundquist, Chair, Friends of the Chattanooga Public Library; Valerie Malueg, City Attorney; Eileen Johnson, Fiscal Analyst; Natalie Phillips, Fiscal Technician; Kyle Gordy, Web Developer; D.J. Trischler, Work With D.J.; Amy Mace & Amanda Carmichael, Mace+Carmichael; Karen Brown, Administrative Manager and Nel Reid, Administrative Assistant.

Ms. Karen McMahon, Board Vice-Chair, called the meeting to order.

APPROVAL OF THE MINUTES OF THE MAY 20, 2014 BOARD MEETING:

Mr. Tom Griscom made a motion that the minutes of the May 20, 2014 meeting be approved. Ms. Lilian Bruce 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 target at 90% with one (1) month of the budget year remaining.

Receipts are as follows: Remaining balance of General Services Grant and LSTA Grant in the amount of \$13,959.24; Passports are now at 1.02% of the budgeted amount.

Expenditures are as follows: \$21,915.74 of which \$17,907.00 purchased new Dell Computers for library Patrons.

Contract service expenditures are as follows: \$2,400.00 for security service; \$1,000.00 to Mace & Carmichael Public Relations Firm; \$10,200.00 for quarterly payment of Polaris maintenance.

Expenditures are at 87% for the fiscal year.

FRIENDS OF THE LIBRARY REPORT:

Mr. William Sundquist, Chair, Friends of the Chattanooga Public Library reported that the Jeff Shaara event was a success with almost three hundred guests.

The Friends of the Library book sale will take place at Northgate Mall from June 28, 2014 until July 6, 2014.

ClubLib sponsorship packets are ready for distribution.

DIRECTOR'S REPORT:

Ms. Corinne Hill requested the Board's approval to pay \$10,000.00 for Treehouse subject to contract approval by the City Attorney's office. Treehouse teaches web design, development, how to start a business, and more.

Mr. Herb Cohn made a motion to approve the payment of \$10,000.00 to Treehouse pending approval by the City Attorney's office. Mr. Tom Griscom seconded the motion. The motion was approved and carried.

Ms. Corinne Hill requested the Board's approval to confirm the library's participation in the City of Chattanooga's 1.5% pay raises effective July 1, 2014.

Ms. Mai Bell Hurley made a motion to confirm the library's participation in the City of Chattanooga's 1.5% pay raises effective July 1, 2014. Mr. Herb Cohn seconded the motion. The motion was approved and carried.

Ms. Corinne Hill requested the Board's approval of the following blanket contracts:

- Baker & Taylor \$275,000.00
- Midwest Tape \$175,000.00

The library makes purchases with these vendors throughout the year. The totals are the maximum allowed expenditures for each vendor.

Ms. Mai Bell Hurley made a motion to approve the blanket contracts for Baker & Taylor and Midwest Tape. Dr. Chrystal Partridge seconded the motion. The motion was approved and carried.

Ms. Corinne Hill requested the Board's approval to make revisions to the city travel policy in order to best fit Chattanooga Public Library and its governing board. The Board requested time to review the policy and discuss revisions in the July meeting.

Ms. Corinne Hill opened the floor to D.J. Trischler, Kyle Gordy, Amy Mace and Amanda Carmichael for a presentation of the library identity audit and rebranding project. Discussion followed.

There being no further business to discuss, Ms. Karen McMahon adjourned the meeting at 1:25 p.m.


Dr. Chrystal Partridge
Secretary