

CHATTANOOGA PUBLIC LIBRARY
1001 BROAD STREET
CHATTANOOGA, TENNESSEE

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

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

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

Herb Cohn
Kim Gavin
Saunya Goss
Tom Griscom
Theresa Liedtka
Karen McMahan
Susan Robinson
Daniel Walker

Also present: Corinne Hill, Executive Director; Richard Beeland, Chief Administrative Officer; Mary Jane Spehar, Assistant Director; Ms. Sharon Brooks, Treasurer, Friends of the Chattanooga Public Library; Valerie Malueg, City Attorney; Natalie Phillips, Fiscal Analyst; Karen Brown, Executive Assistant; Melanie Covert, Visitor.

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

APPROVAL OF THE MINUTES OF THE OCTOBER 19, 2016 BOARD MEETING:

Mr. Dan Walker made a motion that the minutes of the October 19, 2016 meeting be approved. Ms. Susan Robinson seconded the motion. The motion was approved and carried.

TREASURER'S REPORT:

Mr. Herb Cohn reported:

Receipts: 64% remaining of the operating budget to be received within the fiscal year.

Expenditures: 74% remaining of the operating budget to be expended within the fiscal year.

Received Bi-annual Distribution for Noone Endowment in the amount of \$29,500.97

Received Bi-annual Distribution for Kemmer Endowment in the amount of \$428.93

FRIENDS OF THE LIBRARY REPORT:

Mr. Herb Cohn, Board Liaison to the Friends of the Chattanooga Public Library, presented the group's monthly report. A copy of the report is attached and made a part of these Minutes.

COMMITTEE REPORTS:

Ms. Corinne Hill reported that she has contacted Jennifer Hoff, Skye Strategies to develop a Grant Research and Grant Development plan. The contract with Skye Strategies is currently under review by the City's Purchasing Department and we hope to receive their feedback soon.

DIRECTOR'S REPORT:

Ms. Corinne Hill asked the Board to approve the expenditure of \$197,267.00 to Gexpro for lighting as part of the Chattanooga Public Library environmental remediation project.

Mr. Richard Beeland explained that this expenditure covers the purchase of the lights and controls for the project. Gexpro is the supplier of the lights for the library project. Mr. Tom Griscom asked where funding was coming from to pay for this expenditure. Ms. Corinne Hill explained that it was being paid from capital budget.

Mr. Tom Griscom made a motion to approve the expenditure of \$197,267.00 to Gexpro for lighting as part of the Chattanooga Public Library environmental remediation project. Ms. Theresa Liedtka seconded the motion. The motion was approved and carried.

Ms. Corinne Hill informed the Board we may need to schedule a board meeting in December to approve upcoming contracts regarding our environmental remediation project. The consensus of the Board is that we could have a voting quorum if the meeting was held on December 21, 2016. Mr. Richard Beeland informed the Board that we should know by December 6, 2016 if it would be necessary to schedule a December board meeting to approve contracts.

Ms. Hill informed the Board of the upcoming library closings due to the holidays:

Wednesday, November 23, 2016 close at 6:00 p.m.

Thursday, November 24, 2016 library closed

Friday, November 25, 2016 library closed.

Saturday, November 26, 2016 library reopens at 9:00 a.m.

Saturday, December 24, 2016 library closes at 2:00 p.m.

Sunday, December 25, 2016 library closed

Monday, December 26, 2016 library closed

Tuesday, December 27, 2016 library reopens at 9:00 a.m.

Sunday, January 1, 2017 library closed

Monday, January 2, 2017 library closed

Tuesday, January 3, 2017 library reopens at 9:00 a.m.

Ms. Corinne Hill presented the travel report for November-December 2016. A copy of the report is attached and made a part of these Minutes.

Ms. Karen McMahon asked for a report on the progress of the 2nd Floor Sound Studio.

Mr. Richard Beeland hopes the Sound Studio will be completed by the end of the year.

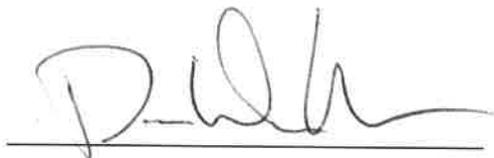
He shared that certain tasks in the studio have to be performed in a particular order so it affects the timeline moving forward.

Ms. Corinne Hill gave the Board an update on the Metropolitan Libraries seeking state funding. A meeting is scheduled for November 30, 2016 in Nashville.

Mr. Richard Beeland informed the Board that a draft of a Memorandum of Understanding was recently sent to the county regarding our renovation project at the library, since we are a city-county jointly owned building. The memorandum addresses that any liability would be shared for the renovation projects for 2 years. Ms. Valerie Malueg informed the Board it is now in Rheubin Taylor's office in the county.

Ms. Corinne Hill informed the Board that the library's Local History Department is working with UTC Library's Special Collections Department on a plan for digitizing and sharing our photo collection. Ms. Hill said it has been a very productive partnership so far.

There being no further business to discuss, Ms. Karen McMahon adjourned the meeting at 12:27 p.m.

A handwritten signature in black ink, appearing to read 'D. Walker', written over a horizontal line.

Mr. Daniel Walker, Board Secretary



Friends of the Library Report

November 16, 2016

Dear Library Board,

Our "Holiday Delight" themed book sale at the downtown library in the auditorium brought in \$1,300.

The State Librarian Chuck Sherrill has agreed to be our speaker at our annual meeting on Nov 18; please RSVP with Karen.

FY 2017 Officers for FOL will be:

Chair: Sharon Brooks

Vice Chair: Wayne Gay

Secretary: Jeanne Parker Beard

Treasurer: William Sundquist

Sharon

Travel Report

November-December 2016 Travel

Corinne Hill, Executive Director

November 30 - December 3, 2016 Attending Library Journal Directors' Summit, Sacramento, CA. Library leaders will discuss how to use the library as a driver of community wide sustainability to ensure a robust local future in the face of historic challenges from climate warming, political swings, and rapidly changing demographics. Paid for by the Friends of the Chattanooga Public Library.