

CHATTANOOGA PUBLIC LIBRARY
1001 BROAD STREET
CHATTANOOGA, TENNESSEE

MINUTES
BOARD MEETING-NOVEMBER 17, 2015
12:00 P.M.

The Board of Directors of the Chattanooga Public Library met on November 17, 2015 at 12:00 p.m. with Board Chair, Karen McMahan, presiding.

Ms. Kim Gavin called the roll. The following members were present:

Sherri Anderson
Herb Cohn
Kim Gavin
Saunya Goss
Micah Guster
Karen McMahan

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

Guests: Nicolas Beauchef, French Intern visiting with the Library for a month

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

APPROVAL OF THE MINUTES OF THE OCTOBER 20, 2015 BOARD MEETING:

*Mr. Herb Cohn made a motion that the minutes of the October 20, 2015 meeting be approved.
Ms. Kim Gavin seconded the motion. The motion was approved and carried.*

TREASURER'S REPORT:

Fiscal Year 2016 with eight (8) months of the budget year remaining:

Ms. Sherri Anderson, Treasurer, reported the library's income at 66.07% to be received within the remaining fiscal year. The library's expenses are at 71.40% to be expended within the remaining fiscal year.

Receipts are as follows: Bi-Annual Distribution of Noone & Kemmer Endowments exceeding the estimated 1st Bi-Annual Distribution Budget by an additional \$8,905.84 for Noone and \$229.12 for Kemmer; Funding from National Center for Women in Information Technology AspireIT Grant in the amount of \$1,500.00.

Expenditures are as follows: Envisionware Annual Maintenance in the amount of \$12,077.61; Innovative Interfaces extended warranty for servers in the amount of \$4,775.00; Final Leave Payout for Sean Brewer, Open Data Specialist in the amount of \$4,741.82; City Digital Connectivity – Telecom Charges for all branch locations in the amount of \$6,486.52; Finalizing State expenditures currently at \$45,181.76 for submission for reimbursement as part of General Library Services State Grant.

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,

November 20th will be our annual meeting. Tom Griscom will be the keynote speaker and his program is titled, *"The power of the written word and its effects on history."* Our meeting will be from 11:30 am to Noon followed by lunch. Tom will speak at 12:15 pm and the program will conclude at 1:00 pm. If you would like to attend please let Karen Brown know today.

Our Pillar Program brochure is out for review. This program will allow corporations or individuals to support the library.

December 1st the Friends Council will meet at Eastgate for its FY 2016 planning meeting. If there is anything you would like to pass along to the Friends for this meeting please let us know by November 30th.

The Friends Council would like to thank everyone for their support this year and we wish each and every one of you a wonderful holiday season!

William Sundquist, Chair

COMMITTEE REPORTS:

There were no committee reports.

DIRECTOR'S REPORT:

Ms. Corinne Hill requested the Board's approval to change the January 19, 2016 board meeting to January 12, 2016, subject to Board member availability. Ms. Hill will be in Washington, DC for the ConnectED Library Card Challenge.

Mr. Herb Cohn made a motion to change the January 19, 2016 board meeting to January 12, 2016, subject to Board member availability. Ms. Sherri Anderson seconded the motion. The motion was approved and carried.

Ms. Corinne Hill updated the Board on the Strategic Plan.

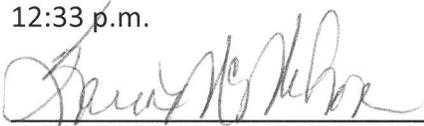
Ms. Mary Jane Spehar updated the Board on installation of cash drawers, self-checkout, and Collection HQ cleanup of collection codes & purchasing.

Ms. Corinne Hill updated the board on the following holiday hours:

- Thanksgiving – The library will close at 6:00 pm on Wednesday, November 25, 2015 and reopen on Saturday, November 28, 2015
- Christmas – The library will close at 6:00 pm on Christmas Eve, Thursday, December 24, 2015 and reopen on Saturday, December 26, 2015 at 9:00 am
- New Year's Day – The library will close on New Year's Eve, Thursday, December 31, 2015 at 6:00 pm and reopen on Saturday, January 2, 2016 at 9:00 am

Ms. Corinne Hill reported that 27,109 Hamilton County School (HCDE) students have been issued library cards and represent 11% of the Library's total circulation.

There being no further business to discuss, Ms. Karen McMahon adjourned the meeting at 12:33 p.m.



Ms. Karen McMahon, Board Chair