

CHATTANOOGA PUBLIC LIBRARY
1001 BROAD STREET
CHATTANOOGA, TENNESSEE

MINUTES
BOARD MEETING-SEPTEMBER 17, 2013
12:00 P.M.

The Board of Directors of the Chattanooga Public Library met on September 17, 2013 at 12:00 p.m. with Board Chair, James Kennedy, presiding.

The following members were present:

- Herb Cohn
- Tom Griscom
- James Kennedy
- Theresa Liedtka
- Karen McMahon
- Chrystal Partridge

Also present: Corinne Hill, Executive Director; Eva Johnston, Assistant Director; Eileen Johnson, Fiscal Analyst; Brad Rayson, Senior Staff Representative for Service Employees International Union; 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 JULY 16, 2013 BOARD MEETING:

Mr. Tom Griscom made a motion that the minutes of the July 16, 2013 meeting be approved. Mr. Herb Cohn seconded the motion. The motion was approved and carried.

TREASURER'S REPORT:

Contract service expenditures are as follows: \$9,505.00 to Polaris Library Systems for quarterly maintenance; \$3,995.00 to Sandler Training for customer service training; \$1,242.00 to Tri-State Security-Guard service for the month of July.

Equipment expenditures: \$8,890.00 to Integrated Networking Technologies (Intec) for installing network cabling on the 2nd Floor.

Mr. Herb Cohn completed his report by proposing consolidation of small library investment accounts.

Mr. Herb Cohn made a motion for the Board to approve the consolidation of smaller accounts when moved from 1st Tennessee to Raymond James allowing for more investment options. Mr. James Kennedy seconded the motion. The motion was approved and carried.

FRIENDS OF THE LIBRARY REPORT:

The Friends of the Library Strategic Planning sessions went well with great representation from staff management, Friends of the Library, and the general community.

The next Friends of the Library book sale will be at Eastgate Town Center during regular hours of operation, September 21, 2013 – September 30, 2013.

Friends of the Library have elected new officers for 2014 effective January 1.

RECOGNITION OF PERSON WISHING TO ADDRESS THE BOARD (Non-Agenda Items):

Mr. James Kennedy recognized the following person:

- **Brad Rayson (Senior Staff Representative for Service Employees International Union)-** Mr. Rayson delivered a petition to the Board on behalf of 34 Downtown library employees requesting consideration of free parking.

DIRECTOR'S REPORT:

Ms. Corinne Hill requested the Board's approval to pay Sandler Training \$1,500.00 for staff training in the month of July and \$2,805.00 for staff training in the month of September.

Ms. Corinne Hill requested the Board's approval to pay Polaris Library Systems \$5,400.00 for staff training.

Ms. Corinne Hill requested the Board's permission to close the library on Monday, October 14, 2013 for Polaris Staff Training.

Mr. James Kennedy made a motion to approve all payments and permit the library to close on Monday, October 14, 2013 for Polaris Staff Training. Ms. Theresa Liedtka seconded the motion. The motion was approved and carried.

Ms. Corinne Hill requested the Board's approval to award the bid for a sustainable lighting contract to DH&W Architects pending approval by the City Attorney's office.

Mr. Herb Cohn made a motion to award the bid for a sustainable lighting contract to DH&W Architects pending approval by the City Attorney's office. Ms. Karen McMahan seconded the motion. The motion was approved and carried.

Ms. Corinne Hill requested the Board's approval to adopt the City of Chattanooga's 1 ½ percent pay increase for full-time and part-time employees retroactive to July 1, 2013.

Mr. Tom Griscom made a motion to adopt the City of Chattanooga's 1 ½ percent pay increase for full-time and part-time employees retroactive to July 1, 2013. Ms. Karen McMahan seconded the motion. The motion was approved and carried.

Ms. Corinne Hill asked if the Board would like to cancel its December meeting. While this did not require a motion, the Board agreed to cancel its December meeting.

The Benwood Foundation has awarded Nate Hill and the 4th Floor team with an innovation grant in the amount of \$20,000.00.

The Lyndhurst Foundation has awarded a \$20,000.00 grant to begin design for the new Youth Services space. The new space, designated for children ages 0-18, will be housed on the 2nd floor of the Downtown Library.

Ms. Corinne Hill presented to the Board for review proposed bylaws of the Chattanooga Public Library. Ms. Hill asked members to bring comments and suggestions to be discussed in the next meeting.

Ms. Corinne Hill announced that Mr. Brian May submitted his letter of resignation from the library's Board of Directors.

The property designated for the new Eastgate Branch will be used as it exists. Conference calls will take place every Thursday for the next two (2) months with David Hudson of Artech Design Group and Gail Lord of Lord Cultural Resources. There will be a simple survey online, with hardcopies available for the public, especially Eastgate customers. The purpose of the survey is to recognize the specific needs of the community surrounding the Eastgate Branch. If there are any remaining funds after the Eastgate programming and design phase is completed, Ms. Hill would like the Board to consider hiring a consultant to create a facilities plan.

There being no further business to discuss, Mr. James Kennedy adjourned the meeting at 1:20 p.m.

A handwritten signature in black ink, appearing to read "Chrysta Partridge". The signature is written in a cursive, flowing style with some overlapping letters.

Dr. Chrysta Partridge
Secretary