

CHATTANOOGA PUBLIC LIBRARY
1001 BROAD STREET
CHATTANOOGA, TENNESSEE

MINUTES
BOARD MEETING-MAY 17, 2022
12:00 p.m.

The Board of Directors of the Chattanooga Public Library met on May 17, 2022 at 12:00 p.m. with Board Chair, William Sundquist, presiding.

Ms. Sara McManus called the roll. The following members were present:

Erik Broeren
Jess Friedowitz
Kim Gavin
Tom Griscom
Dionne Jenkins
Ken Jones
Sara McManus
Sushma Shantha
William Sundquist

Also present: Corinne Hill, Executive Director; Richard Beeland, Deputy Executive Director; Jason Sullivan, Chief Administrative Officer; Sheldon Owens, Operations Manager; Richard Groves, Assistant Director of Technology; Natalie Phillips, Finance Manager; Christina Sacco, Public Relations Coordinator; Michael Watson, Development Director; Valerie Malueg, City Attorney; Thomas Anderson, Librarian 2; Charlotte Olson, Library Services Specialist; Catherine Mullaney, Library Services Specialist; and Karen Brown, Executive Assistant.

Public attending the meeting is as follows:

Rev. Drew Bunting

Tiffanie Wilson

Alexander Long

Mary Lou Mangan-Lamb

Taylor Lyons

Esther Hart

Stefanie Dalton

Rebekka Casey

Angela Faraloro

Mari Smith

Tara Phillips

Anna & John Bratton

Kate Veltkamp

Mr. William Sundquist, Board Chair; called the meeting to order. Mr. William Sundquist recognized that there were members of the public present for the meeting today. He asked those standing to move to available seating. Mr. Sundquist informed the public that if you wish to make a public comment to the Board, there will be an opportunity for you to do so at the end of the agenda. At that time, I ask that you limit your comments to two minutes, and they will be timed. Also, the comments must conclude by the end of the meeting which is 1:00 p.m. If you are all here for the same subject, I would suggest that in the interest of time, that you all select someone to speak for you.

APPROVAL OF THE MINUTES OF THE MARCH 22, 2022 REGULAR BOARD OF DIRECTORS' MEETING

Ms. Kim Gavin made a motion that the minutes of the March 22, 2022 Regular Board of Directors' meeting be approved. Ms. Jess Friedowitz seconded the motion. The motion was approved and carried.

APPROVAL OF THE MINUTES OF THE APRIL 19, 2022 REGULAR BOARD OF DIRECTORS' MEETING

Ms. Kim Gavin made a motion that the minutes of the April 19, 2022 Regular Board of Directors' meeting be approved. Mr. Erik Broeren seconded the motion. The motion was approved and carried.

TREASURER'S REPORT:

Ms. Natalie Phillips, Finance Manager, reported:

RECEIPTS: 13% remaining of the operating budget to be received for the fiscal year 2021-2022

EXPENDITURES: 19% remaining of the operating budget to be expended for the fiscal year 2021-2022

NOTES:

Received the second of biannual distributions for the following Endowments

Noone \$48,889.25

Keemer \$682.31

FOUNDATION REPORT:

Mr. Michael Watson, Development Director, gave the Foundation report. The report is attached and made a part of the minutes.

DIRECTOR'S REPORT

Ms. Corinne Hill asked the Board for a motion to approve a change in Chattanooga Public Library branch hours to the following :

Northgate and Eastgate

M-Thur = 9:00 a.m. - 7:00 p.m.

F-Sat = 9:00 a.m. - 6:00 p.m.

Sunday - 1:00 p.m. - 5:00 p.m.

South Chatt

M-Sat = 9:00 a.m. - 6:00 p.m.

Mr. Ken Jones made a motion to approve a change in Chattanooga Public Library branch hours to the following :

Northgate and Eastgate

M-Thur = 9:00 a.m. - 7:00 p.m.

F-Sat = 9:00 a.m. - 6:00 p.m.

Sunday - 1:00 p.m.- 5:00 p.m.

South Chatt

M-Sat = 9:00 a.m. - 6:00 p.m.

Ms. Sushma Shantha seconded the motion. The motion was approved and carried.

Ms. Hill reported to the Board that Sunday hours will begin at Eastgate and Northgate branches on Sunday, July 10, 2022.

Ms. Sara McManus stated that library staff previously researched the times of highest patron traffic and adjusted library hours to reflect that utilization. She asked Ms. Hill if that was taken into account when requesting the branch hours adjustment. Ms. Hill replied it absolutely was considered in the current adjustment of hours. Ms. Hill stated that the prior biggest adjustment was in the downtown hours. The downtown hours remain unchanged. They are currently 8:00 a.m.-7:00 p.m. with the exception of Friday and Saturday which is 9:00 a.m.- 6:00 p.m.

Ms. Corinne Hill asked for a motion to approve closing the Library on Friday, June 10, 2022 for Library Staff Development Day. (The previous approval was for February 21, 2022 that had to be postponed due to Covid)

Mr. Tom Griscom made a motion to approve closing the Library on Friday, June 10, 2022 for Library Staff Development Day. Ms. Sara McManus seconded the motion. The motion was approved and carried.

Ms. Corinne Hill provided the Board with an update on an incident that happened within the last 10 days, when on May 7, 2022, the Library received a Request for Reconsideration of Library Materials requesting that the pin bucket be removed from the Library.

While this request was under review, the bucket was removed from the public area of the library, as is part of the review process.

After consideration, the library will establish a "Make and Take" makerspace on the 2nd floor in the childrens/teens/tweens section. We believe that this will allow our youth to create, dream, learn and connect in a safe space. Additionally, the Library will add additional pieces of equipment to ensure that our youth have access to a multitude of tools to aid in their artistic pursuits. The Library will not participate in the distribution or display of items created in this area. Young people are encouraged to take their items home to share with their friends and family.

The Library takes its mission to be a "Catalyst for Lifelong Learning" very seriously. Our Chattanooga Public Library is a public library that fosters inclusivity, connectivity, learning, enhancement of quality of life, and trustworthiness.

Mr. Tom Griscom asked Ms. Hill if it would be appropriate for the Board to make a motion to adopt the statement she made. Ms. Valerie Malueg, City Attorney, stated that it should be a motion.

Mr. Ken Jones asked Ms. Hill if this process was standard for issues or concerns that we have such as this? Ms. Hill responded that we are used to responding to this type of situation with books. The pins made it interesting and Ms. Hill felt that this solution to create a safe "Make and Take" space expands youth's ability to be who they are. So the answer is yes. Mr. Jones just wanted to make sure that we were being consistent in our procedures.

Ms. Corinne Hill asked the Board for a motion to adopt the following statement.

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Mr. Tom Griscom made a motion for the Chattanooga Public Library Board to adopt the following statement:

After consideration, the library will establish a "Make and Take" makerspace on the 2nd floor in the children's/teens/tweens section. We believe that this will allow our youth to create, dream, learn and connect in a safe space. Additionally, the Library will add additional pieces of equipment to ensure that our youth have access to a multitude of tools to aid in their artistic pursuits. The Library will not participate in the distribution or display of items created in this area. Young people are encouraged to take their items home to share with their friends and family.

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Ms. Sara McManus seconded the motion. The motion was approved and carried.

Ms. Hill informed the Board that the Eastgate Branch library will be closed from June 13th-19th for carpet replacement. Staff will be dispersed to other branches to work during the closure.

Ms. Hill reminded the Board that the Library will be closed for the following holidays between now and the next Board meeting

Memorial Day, Monday, May 30, 2022

Staff Development Day, Friday, June 10, 2022

Juneteenth, Monday, June 20, 2022

Ms. Hill informed the Board that the Library has won the John Cotton Dana Award for Excellence in marketing sponsored by EBSCO and ALA. It came with a \$10,000 award.

Ms. Hill informed the Board that Our Library Annual Board Meeting will be Tuesday, June 21, 2022 from 12:00 p.m.-2:00 p.m. Ms. Hill reminded the Board to bring their lunch or eat before attending the meeting. Ms. Hill informed the Board this was the last call for any specific topics that they would like to hear about from staff during the annual meeting. She told Mr. Erik Broeren that she noted his request to hear a report from the nurse/social workers and would include that.

Ms. Hill reported that the By-laws would be sent to the Board 10 days prior to the annual meeting for their review.

Mr. William Sundquist, Board Chair, explained that we have now moved into the public comment section of the board meeting. Just a reminder the comments are being limited to two minutes and Karen Brown will be keeping time. The meeting will adjourn at 1:00 p.m. so please be respectful of everyone's time when making comments. Who would like to go first please state your name and address for the minutes.

My name is Angela Favaloro, my address is 4606 Colonial Drive, Chattanooga, TN. I came here today to talk on point about something you did bring up in the incident of request for materials to be reviewed. As an advocate and parent of a queer youth to talk on point. It was disclosed amongst the community that the reconsideration of materials was over LGBTQ materials kids had made and left out for others. We came out today to advocate and support the library's continuance over time, allowance of kids to be expressive and to be supportive, not just that group but every group. The zines, the pins, the buttons, the legos, and everything else. My kids have been here since lapsit, before there was a baby bounce. Hopefully my teen will be volunteering here soon. Once we have volunteers again. Are we close? As that parent, I can concur that many of these other parents, residents, and stakeholders in the library concur that we are pleased that you are dedicated to creating a space for everyone. I didn't see a policy for people to distribute materials, what is that? I don't know if I can ask questions or if you can engage. I would like to be in contact with someone who can answer that. We are not opposed to

everyone having that opportunity. It's not that we want one group or another to feel they have priority in anyway but we just want everyone to feel loved and we don't want our non stakeholders or even just folks outside the community to be able to come and disrupt this wonderful place that we have and quite possibly harm some of our most vulnerable communities in the process. I appreciate you all listening to us and thank you for the space.

Mr. William Sundquist, Board Chair, recognized Rev. Drew Bunting, 1405 Chamberlain Avenue, Chattanooga, TN 37404. I am here in a number of capacities, as a parent of two boys playing nintendo on the 2nd floor right now, as a Christian, and a priest in the Episcopal church. I have been grateful for the years my family's lived here and come to the library and for the various kinds of support to all sorts of children and youth who come to this library. My children have learned from simply seeing some of the displays that have been up here and I have been given the opportunity to have those equal moments with them. I also speak as someone who has worked with children and youth for 20 years. As a pastor and a chaplain at the schools I have seen first hand the damage that stigmatization, exclusion, bias, prejudice, and bigotry do to young people and to their mental health, to their well being sometimes for the course of their entire lives or the end of their lives. Right now there are buttons on the 2nd floor about mental health awareness month. Things like that are helping children to remove the stigmatization they experience if they have mental illness. Help them to grow. I am grateful for that, but I am also here as a Christian and a citizen because I believe the function of a library is to be a cathedral of knowledge.

A place where the citizenry are exposed to a variety of perspectives, where they grow, where our populace is built up and down together by the diversity of opinions that we need. I am encouraged and I encourage the library to continue its welcome of all, especially those in greatest need or at greatest risk. The function of the library is to build up the entire community, that is it's sole moral obligation. If there is not a moral obligation in a library to reinforce the convictions religious or otherwise of any particular individual whether there is a majority or the minority is incredible.

Mr. William Sundquist, Board Chair, officially welcomed Mr. Ken Jones to the library board.

Mr. Sundquist thanked the public for their interest in what we do.

Ms. Sara McManus made a motion to adjourn the meeting. Ms. Jess Friedowitz seconded the motion. The motion was approved and carried.

Mr. William Sundquist, Board Chair, adjourned the meeting at 12:22 p.m.

A handwritten signature in cursive script that reads "Sara McManus". The signature is written in dark ink and is positioned above a horizontal line.

Ms. Sara McManus, Board Secretary



Foundation Board Report- May2022

Dear Library Board,

Finance Committee- Mr. Dunham

- March saw a \$5k decrease due to spending for fundraising efforts. We funded the strategic plan for the library and noticed that Bridge Innovate over-invoiced. We have submitted for reimbursement of the balance. On track in 2022 with early concentrated spending in March/April. This shows need for diversified revenue. All expenditures were planned for.
- Pinnacle Line of Credit of \$40k at 12 months with 5% interest. Motion brought to board for approval. Unanimous vote in favor. John Dunham also approved and authorized to sign line of credit documents. This will aide in our purchasing of ARPA Grant Items that will be reimbursed to us.

Governance Committee- Mr. Hooper

- Met early April and focused primarily on Amazon. Happened to us also 4-5 years ago. Update on board member renewal.

Marketing Committee- Mr. Watson

- No Report

Friends of the Library Committee- Ms. Sanders

- Rustic Rose Booth Opened and is doing well. Retail shelf is up and running.
- On the hunt for a retail storefront. Looking at Old Towne, Northgate Mall and Downtown
- Hoping to host our annual book sale at the Library in the next few months
- Looking for Retail spaces to partner with for QR Code-only Honor Sales
- Volunteer Opportunities coming up on May 1 and May 7

Office Manager Report- Ms. Paul

- Events Upcoming: Holi Festival on Saturday, April 30. Received thousands of dollars in sponsorships & Red Bank Jubilee on Saturday, May 7th: Volunteer Opportunity!
- Book Donation Drop off was a great success.
- Connecting with Southside Council to network and assist in their Free Library efforts. We have \$800 in Mckays bucks from past book sales/donations that we will be presenting to them in the May meeting

Library Director's Report- Mr. Watson

- Budgeting process underway for library
- Programming is picking up a regular story time and Sunday hours will resume in July
- Titanic event: Very successful collaboration between Foundation & Programming Committee
- Programming Planning meeting occurred to streamline purchasing/event planning process
- Marisa @ Community Foundation notified us about "out of city" library card fund. \$2k grant
- Americans and the Holocaust: \$25k committed and \$2500 in kind from EPB
- Summer Learning Purchasing to start soon
- Met with Artsbuild about their involvement in A&TH. They offered \$5k to help transport kids to the exhibit. Also discussed Grant process for \$3500 to help with programming support.
- City rolled out ARPA funds management and earmarked \$8 million for economic growth & development. Possible teaching kitchen fund.
- Holi Festival: \$11k in sponsorships with more coming in.