

**Library Board of Trustees Meeting
November 15, 2022**

The Knoxville Public Library Board of Trustees met at the library on Tuesday, November 15, 2022 at 4:00 p.m. Members present were Bob Leonard, Jan Evans, Lindsey Carlson, Erin McBride, John Mertz, Dave Johnson, and Laura Kendrick (on Zoom).

The meeting was called to order by Lindsey Carlson. Johnson moved, McBride seconded to approve the minutes of the October 18, 2022 meeting as mailed. Motion passed unanimously.

There was no correspondence.

Roslin gave the librarian's report for October 2022. Total circulation was 3,124 printed materials, 680 non-print materials. Electronic materials numbered 1,004 items. Computer usage was 461. There were 1,798 visits in the month, an average of 72 visitors a day.

The library has had good attendance at programs. Roslin thanked Lindsey for having the High School students attend the program about the Salem Witch Trials. Library staff participated in the Halloween trick or trunk event and will have a display at Marion County Park for its Merry-N County Christmas. Activities are planned for the school holidays. Roslin requested that the library be closed Nov. 24 & 25, Dec. 23 – 26 for the holidays since Christmas will be on a Sunday.

We are planning a reception for the artists who submitted artwork at the library on Dec. 8, 2022 from 5 – 7 p.m. with live music and refreshments. Roslin introduced Shannon Proctor as the new Assistant Director.

Under Media Strategy, the library will continue promoting its programs and services. The December calendar will be published next week. We get good response from patrons saying they listen to the radio station KNIA/KRLS about our programs. Facebook also generates quick responses on posts.

Mertz moved, Leonard seconded to approve the revenue and budget report for October. Motion passed. McBride moved, seconded by Mertz to approve the balance sheet or city trust report for October 2021. Motion passed. Johnson moved, seconded by McBride to move all but \$15,000 from the checking account to the money market building fund. Motion passed. Johnson moved, seconded by Evans to approve the payment of bills for November. Motion passed and a copy is attached to the minutes.

Under Unfinished Business, the Board expressed appreciation to the city council for formally accepting the library board's proposal to demolish the Gebhardt house and build a park to benefit the community. Mertz moved, seconded by Evans to accept the proposal to hire Dennis Reynolds to draw schematic designs for the Gebhardt Park.

Leonard moved, McBride seconded to adopt the pandemic policy as presented. Motion passed. Johnson moved, McBride seconded to adopt the emergency closing policy as presented. Motion passed.

Under New Business, Roslin shared the Annual Report FY2022 with the board. Mertz moved, seconded by Evans to approve the annual report FY22. Motion passed. Lindsey Carlson, Jan Evans, and John Mertz agreed to sit on the budget committee to plan FY2024's budget.

There being no further business, the meeting was adjourned. The next regular meeting will be held Tuesday, December 20, 2022 at 4:00 PM at the Knoxville Public Library.

Roslin Thompson, secretary