

**Library Board of Trustees Meeting
October 14, 2024**

The Knoxville Public Library Board of Trustees met at the library on Monday, October 14, 2024 at 5:00 p.m. Members present were Lindsey Carlson, Dave Garcia, Erin McBride, John Mertz, Elly Shaw, Jan Evans, and Laura Kendrick. Staff present were Roslin Thompson and Holly Shelford.

The meeting was called to order by Lindsey Carlson. There was no public comment. John Mertz moved, Elly Shaw seconded to approve the minutes of the September 17, 2024 meeting as mailed. Motion passed unanimously.

There was no correspondence.

Roslin gave the librarian's report for September 2024. Total circulation was 2,906 printed materials, 822 downloadable items. Computer usage was 365 downstairs, 173 uses on the AWE computers, and 906* wireless usage (down for 5 days). Total door count was 1,452 visits (average 60 visitors a day). There was good attendance at various programs. Outreach to the two elementary schools reaches 17 classes with 345 students and 26 adults. The October calendar is full of programming as we continue the "Knoxville Reads" series, as well as regular programming. Marion County librarians will meet at Knoxville on the 22nd to discuss county funding distribution. Staff and Board will draft a policy for Dixie's Garden and signage. The fire sprinkler system needed some repair as the compressor started to back up last week. The library will participate in the Merry-and Christmas display at Marion County Park, as well as provide the stage at Dixie's Garden for Living Windows. The ribbon cutting ceremony was held on October 4th at 4:30 p.m. after the Homecoming Parade.

Under Media Strategy, the November calendar will be out soon and put through media channels. Author visits in November (Denise Williams and Mike Perry) will be mailed out with water bills.

Shaw moved, Evans seconded that the financial report for September be approved. Motion was unanimous. McBride moved, Mertz seconded the city trust report for September be accepted. Motion was unanimous. Evans moved, Shaw seconded the approval for payment of bills for October. Motion passed unanimously, and a copy is attached to the minutes.

Shaw moved, Kendrick seconded to table the second reading of the meeting room policy. Motion passed. Carlson presented interview questions and a rubric as a guide to interview candidates in the library director job search. These were provided by the district consultant at the State Library, Maryann Mori.

Under New Business, Candidate #1 was interviewed for the library director position. Due to a small number of applicants, the job was re-posted on October 8 until November 1.

There being no further business, the meeting was adjourned at 7:00 p.m. The next regular meeting will be held Monday, November 11, 2024 at 5:00 PM at the Knoxville Public Library.

Roslin Thompson,
Secretary