

**Gibson County Memorial Library
Board Meeting Minutes
Tuesday, March 12, 2024**

The Gibson County Memorial Library Board of Trustees met on Tuesday, March 12, 2024 at 10:00 a.m. at Gibson Co. Memorial Library. Trustees present were Dr. Beverly Youree, Mrs. Nancy Wallace, Mrs. Charlotte Halford, Ms. Cynthia Slates, Mr. Larry Kimery, Mr. Jerry Phillips and Mrs. Shaula Alexander. Obion River Regional Library was represented by Regional Director Jenny Gillihan. Gibson County Memorial Library was represented by Assistant Director, Mrs. Stacey Lancaster.

CALL TO ORDER

- Dr. Beverly Youree called the meeting to order.

GUESTS/ PUBLIC COMMENT

- Greetings and remarks from our Gibson County Mayor, Nelson Cunningham and City of Trenton Mayor, Tony Burris.

READING OF THE MINUTES

- A copy of the minutes from the previous Board Meeting were presented to all Trustees.
- Correction of minutes: Stating 'automatic' door to 'new' door. Motion to accept corrected minutes by Dr. Youree, second by Mr. Phillips. Board approved. Motion passed.

DIRECTOR'S REPORT

Asst. Director, Mrs. Lancaster presented the report:

- Interviews conducted in February.

Emily Cooper accepted Library Assistant position, officially March 11, 2024. Emily Williams for the Circulation Assistant position.

- Inventory completed in January. Preparing for Summer Reading Program
- Staff polos arrived.
- Tech Grant spending complete.
- Patron confidentiality concern/ will connect with bank.
- Request for Resolution of \$50,000 submitted to County Financial Advisor for additional shelving. Budget Committee waiting until budget hearings for discussion.

FINANCIAL REPORT

- A copy of the Library's Fines and Fees Report/ Monthly Report for January 2024 and February 2024, and the February 2024 Statement of Expenditures & Encumbrances from the county were distributed to all the Trustees. Mr. Phillips inquired about GCML Director's request to the County Financial Advisor. Mayor Cunningham gave clarity about the process. Motion to approve the Financial Reports by Dr. Youree, second by Ms. Slates. Board approved. Motion passed.

CIRCULATION REPORT

- Circulation Reports for January and February 2024 were distributed to all Trustees.
- Mrs. Lancaster highlighted, there is an increase in all program attendance and programs offered.

REGIONAL REPORT

Mrs. Gillihan was present. Information discussed:

- Image Evaluation complete
- Reviewed FY24-25 GCML Board appointments/ terms for Trustees. Mr. Kimery entering 2nd term.
- All Trustees are certified
- Reviewed upcoming dates and times from March 14th thru May 6, 2024. Shared insight about All Libraries Conference on March 28th.

COMMITTEE REPORTS

• **Maintenance-** Discussed extensive renovation of GCML's current building. Targeted areas: State standards/ square footage, additional space for offices. Logistics. 2 Motions from Building/ Maintenance Committee tabled/ TBA. #1 Renovations of current building. #2 Meet with Mayor Cunningham and Committee. See written notes by Dr. Youree. Motion to table/ revisit by Dr. Youree, second by Mr. Phillips. Board approved. Motion passed.

• **GCML Foundation Update-** Mrs. Halford expressed, educating donors about the plans for GCML. Continues to seeking out fundraising opportunities. Next meeting Thursday, May 16, 2024 @5:30 p.m. at GCML.

UNFINISHED BUSINESS

- GCML Handbook review/ approval from County Commission
- \$24.00 was collected for Imagination Library

NEW BUSINESS

• Permission for closing of GCML for Teapot Parade on Saturday, May 4th and library closings after Thanksgiving. Dr. Youree motioned. Further discussion. To be reviewed. Board did not approve. Motion did not pass.

ADJOURNMENT

The next Library Board meeting will be held on Tuesday, July 9, 2024 at 10:00 am at the Gibson County Memorial Library. Motion to adjourn made at 11:15 a.m. by Dr. Beverly Youree. Second by Mrs. Nancy Wallace. Board approved. Motion passed.