

Library Board of Trustees Meeting
June 15, 2016

The Knoxville Public Library Board of Trustees met at the library on Wednesday, June 15, 2016. Members present were Dave Garcia, Jean McKay, Harv Sprafka, Mary Lane, Pat Wilson, Bob Leonard, and Scott Ziller. Also present were Ben Butler, Annie Leonard, and Jake Hughes from the Chamber Board, and a film crew and Tyler Timko from Amperage.

The meeting was called to order by Dave Garcia. Annie Leonard and Ben Butler spoke about the progress that the Chamber has made in the past eight months. The request was for the rent agreement to be extended until the end of the year. The board thanked them for giving the update.

Mary Lane moved, Pat Wilson seconded to approve the minutes of the May 18, 2016 meeting as mailed. Motion passed unanimously. Harv Sprafka moved, Mary Lane seconded to approve the minutes of the special meeting on June 3, 2016 as mailed. Motion passed unanimously.

Under Correspondence, Roslin read a letter of support from Mayor Brian Hatch for the library project.

Roslin gave the librarian's report for May 2016. Total circulation was 3,395 printed materials, 1,344 non-print materials. E-downloading was 656 items. Computer usage was 1,385 with 637 recorded use of wireless. The Early Literacy AWE stations had 94 uses. The meeting room usage and outreach count was 27 times, with a total attendance of 274. There were 4,462 visits to the library with an average of 154 visits each day.

At this point, there are 487 people registered for the SRP. June and July are full of activities and very busy. There were 83 children at the magic show on Monday. There are programs planned for older children as well as adults. The book club meets regularly on the second Monday of each month. The library will participate in the Family Fun Fair on June 18; a program on fashion history is scheduled for June 16.

Under Media Strategy Plan, Roslin will contact the radio and try to set up an interview with Kathy Wilson, the presenter of the fashion history program. Flyers were put up around the square to publicize it. Activities are advertised on Facebook and via texting.

Harv Sprafka moved, Jean McKay seconded that the financial report for May be approved. Motion was unanimous. Pat Wilson moved, Scott Ziller seconded the city trust report for May be accepted. Motion was unanimous. Mary Lane moved, Pat Wilson seconded the approval for payment of bills for June. Motion passed unanimously, and a copy is attached to the minutes.

Under Unfinished Business, Roslin and Tyler gave a report on the preparatory work for the capital campaign. A video will be produced from footage of interviews with campaign co-chairs, the mayor, and other leaders in the community. Harv Sprafka and Pennie Sommar have agreed to be co-chairs for the campaign, while Don and Margaret Long have agreed to be honorary co-chairs.

The board discussed the gift acceptance policy but no action was taken pending more information about credit/debit card transactions and fees.

Under New Business, Jean McKay moved, seconded by Harv Sprafka to retain the rent at the Gebhardt house at \$450 until October 31, 2016 when the rent shall be \$550 for one year and increasing to \$650 from then on. Motion passed.

Roslin had evaluated the staff and made the recommendation for Staci Stanton and Holly Shelford to receive a 4% pay raise for the next fiscal year. The part-time staff will receive 3% increase. Scott Ziller moved, seconded by Harv Sprafka that the board accept the recommendation of the evaluation committee for Roslin to receive a 5% pay raise. Motion passed.

There being no further business, the meeting was adjourned. The next regular meeting will be held Wednesday, July 20, 2016 at 8:00 AM at the Knoxville Public Library.

Roslin Thompson, Secretary