

**CLYDE W. RODDY PUBLIC LIBRARY  
OCTOBER 7, 2021 BOARD MEETING**

The Clyde W. Roddy Public Library board met Thursday, October 7, 2021, with chairman Tom Davis calling the meeting to order. Board members present included Faith Young, Jo Anne Cowden, Shirley Lacy, Bruce Morgan, Diana Nevans and Tom. Library staff Kay Madewell and Brittany West were in attendance as was Nikki Branam-Snyder, assistant director of the Ocoee River Regional Library.

**OLD BUSINESS:** The board spent some time perusing and correcting errors on the Public Records Policy. Corrections will be made and the board will proofread the new document before voting on its acceptance at the next meeting.

Brittany said the grant she had applied for recently had been awarded, but the amount of the grant has yet to be announced.

The October 7 meeting was Kay's last meeting! She will be retiring November 1 after thirty-one years (and four months) as a Clyde W. Roddy Library employee. A retirement party is planned for November 1. Board members expressed appreciation for Kay's years of dedicated service as library director and wished her a happy retirement. On October 22, Board Chairman Davis authorized Brittany to purchase an iPad for Kay's retirement party from library funds, and board members were notified of this directive.

**NEW BUSINESS:** The Board voted approval for the positions opening up with Kay's retirement. Brittany will become the library director, and Angela Nelson will become assistant library director. Faith moved for the approval of the new employee positions, Diana seconded and all voted to approve.

Five boating exams were given in September.

The minutes of the September meeting were read, with Diana moving to accept the minutes as read; Faith seconding, and all voting to approve.

**CIRCULATION:** Brittany noted 7,637 physical circulation and 1,808 READS, totaling 9,445. Two live virtual programs had 172 live views. Other circulation numbers included 2,138 library visits, 182 computer users, 356 wireless sessions and 932 website views. The training tracker report showed recent training hours including Brittany, 13.5; Angela, 5; Holly Reed, 2.5; and Cheryl Jones, 2.5.

Nikki gave the regional library report, noting training sessions: October 19, annual summer reading workshop; October 29, regional in-service on workplace communication; November 9, in-service on crisis communication strategies; November 18, in-service on onboarding and corrective coaching. She noted MOE documents are due October 31 and said the survey (data collection) for the library had been received. She also advised that the NASA My Library Kits were again available for schools and libraries.

The meeting was adjourned with the next meeting Thursday, November 4.

Respectfully submitted by Jo Anne Cowden, Secretary