

## THE CLYDE W. RODDY PUBLIC LIBRARY

DECEMBER 8, 2022 Board

### Meeting

The Clyde W. Roddy Public Library Board met Thursday, December 8, 2022 at the library. The meeting was called to order by Chairman Bruce Morgan. Other board members present were: Brenda McPheeters, Faith Young, Cameron Burton, Kristi Dyer, as well as Library Director Brittany West and Liz Schreck, Director of the Ocoee River Regional Library.

Minutes from the November 3, 2022 board meeting were reviewed and approved with a motion by Kristi Dyer and a second by Cameron Burton. The motion carried.

### BUSINESS:

Bruce reminded the board that we need to review our by-laws in the new year. We can plan the review for the February, 2023 board meeting .

The library has been very busy which may be from more downtown traffic with the "Skating in Dayton" activity and increased Christmas lights around the city buildings.

The "Santa at the Library" night had over 320 people/children present.

Tuesday, December 13th is a library/city hall open house. Library board members are encouraged to attend. Munch- a- Lunch will be from 12:30 to 1:30 with the Rhea County High School choir and be a kick-off for the library's open house. Santa will be present at the library from 3:00 to 5:00, then 6:00 p.m. is the live drawing for the city Blackstone grill give away. (Main Street has paid for Santa's time at the library events.)

Kimmy and Brittany attended a Microsoft Excel class at Chattanooga State. Holly and Kimmy went to the Summer Reading Program workshop in Crossville.

### DIRECTORS REPORT:

Brittany reported that print materials have been adjusted with deletions and additions leaving a collection total of 63,181. No e-books were purchased this month but more will be purchased when funds are released. Inter library sharing has really increased. READS had a circulation of 2,199 and physical circulations were 9,055 with a combined total of 11,254. Thirty-one new library cards were issued this month. The Financial report showed that print material purchasing is down due to challenges with providers. More money is coming out of the library generated funds for holiday programming. However, patrons are also paying more on faxes, scans, and copying. Brittany would like to focus on the business center in the future. A new software system that allows for rebooting/restore called "Fronics" was purchased for \$3,425.00. (This comes out of the city funds. )

Brittany was very proud that our library staff are all now core-competent trained (which was a 10 hour course) and they all met this goal way ahead of the deadline!

During December the library has had drop-off bins for some local charities. The bins have been so full they had to be replaced once already!

Library staff are hostessing a "Doughnuts and Coffee" on Friday, December 9th from 8:30 to 9:30 for all city employees. This is a thank you for all the assistance from the various departments and employees.

### REGIONAL REPORT:

Liz reported December is a relatively quiet month for them. Bruce attended the regional Quarterly Board Chair meeting and was able to share procedures from our board. The Ocoee Region is decluttering their collection. Liz provided a list of training opportunities which included a "Decluttering Your Collection" training which will include book repair techniques on January 10. January 26th is a training for public libraries on E-rate funding (based on free and reduced lunches eligibility) that provide discounts on library services. (This does not apply to most of our funding due to city provisions.) The city of Dayton is getting fiber optics and will include the library in this upgrade.

State standards for public libraries are focused on long range planning, etc. so all libraries are encouraged to review these reports each year. This also gives boards an opportunity to look for new members to replace those who are rolling off the board in July. ( Our Board will replace Faith and Brenda.)

Liz awarded Certificates to Brittany completing the "Creating A Positive Workplace Environment" and Brittnay, Kristi, Faith and Bruce for attending the Tennessee Library Trustee Workshop.

The next board meeting will be January 5, 2023. The meeting was adjourned.

**SUBMITTED BY:**

Faith Young, Secretary