

W. G. Rhea Public Library Board Meeting
 July 16, 2024
 4:00 p.m.

A. Meeting called to order by Chairperson, Cindy Snyder at 4:00 p.m.

B. Roll call by Secretary, Lisa K Fitzsimmons

Kathy Collins	✓	Susan Jones	✓
Jackie Mann	✓	Missy Hamilton	✓
Cindy Snyder	✓	Sam Tharpe	✓
Stacy Hayes	AB	Dennis Melhouse	✓
Lisa K Fitzsimmons	✓	Friends of Library Rep	AB
Troy Barrow	✓	Kathryn McBride ORRL	✓
Kelly Derr	✓		

C. Communication/Community Comments:

D. Consent Agenda

Minutes and Financial Report stands as submitted. Treasurer report filed for audit.

Treasurer's Report:

General Fund Custom Report May 1 – June 30, 2024

Amount available as of 05/01/2024	\$86,374.95
Revenue	\$65,392.43
Expenses	<u>\$68,436.33</u>
Net Revenue	6/30/2024 \$83,331.05

Program & Service Fund Custom Report May 1 – June 30, 2024

Amount available as of 05/01/2024	\$189,802.76
Revenue	\$ 3,911.66
Expense0s	<u>\$ 14,727.47</u>
Net Revenue	6/30/2024 <u>\$178,986.95</u>

Balance 6/30/2024 in Checking \$9,196.98; High Yield \$169,789.97;
 (Bequests Kirk Ford \$18,723.00 and Helener Kane Currier Trust \$158,824.30)

E. Old Business:

Kathy gave an update on the building maintenance plumbing issue. Sewage issue was fixed by replacing wax seal. However, John Sutton with the BPU recommended next time an issue occurred to have a camera run down the line. The issue with the HVAC unit was also repaired.

F. New Business:

Cindy addressed the annual election of officers coming up when trustee terms expire. Positions will remain the same for now. Cindy also discussed the upcoming director's evaluation and passed out forms to be completed by trustees.

Jackie and Kathy discussed the General Fund Budget for 2024-2025 FY. The budget was approved by the city and county government for \$207,862.00 each with a total combined revenue of \$415,724.00. The budget included a 6 percent increase from 2023/24.

Jackie presented the Program and Service Budget for the 2024/25 with a total of \$55,000. Motion to approve the budget was made by Sam Tharpe, seconded by Troy, motion passed.

G. Committee Reports: Policy Committee Reports/updates/reviews

1. Title VI Policy – reviewed and a change of notation in the employee handbook was made. Motion to approve by Susan Jones, motion passed.

H. Director's Report:

Kathy presented a handout with all the highlighted April, May, and June training opportunities the library staff were able to attend. She gave an overview of all the library partnerships, activities, and programs from April through June. Activities and programs included: Solar Eclipse Program, 38th Annual Artist Showcase, Grow Food Challenge, 32nd Annual Dr. Danny & Martha Kimberlin Photography Showcase, Sasquatch/Bigfoot Program, 2024 Summer Reading Program. Kathy provided the board with a list of community partnerships, library highlights & statistics, grants, special appropriations, and donations.

I. Friends of the Library Report:

Next book sale to be held in October

J. Regional Director's Report:

Kathryn McBride discussed the Disaster Plan upcoming workday and TEL training. She provided a handout on "Tips for new Library Board Chairs and Secretaries." She reviewed the annual documents for FY24-25: board appointment form, Title VI, service area population form, maintenance of effort, and allocation letter. She also highlighted the upcoming regional events and dates and encouraged everyone to attend the Trustee Workshop on September 17th in Humboldt, Tennessee.

K. Adjournment

Meeting adjourned at 4:27 PM

Next meeting date September 17, 2024, at 4PM

Respectfully submitted,


Lisa K. Fitzsimmons