

**Anna Porter Public Library
Board of Trustee Meeting Minutes
July 13,2021**

Call to order 6:00 pm

Present: Sharon Mellor, Laurel Rematore, Ken Simonis, Debi Veranth, Buie Hancock, Bill Mellor, Karen Bentz, Lauren Mellor, Director Kelsey Jones and Regional Director Matthew Jordan.

Absent: Edna Lopez

Motion to accept previous minutes by Lauren Mellor, 2nd by Debi Veranth

Recognition of Outgoing Officers

Sharon Mellor reflected on the work done by the three outgoing officers. Each received a warm thank you and a book. Bill Mellor, Buie Hancock, Lauren Mellor, thank you for your service as officers to our board.

Reelection of two officers:

Bill Mellor reported that Sharon Mellor and Debi Veranth were approved by the City for continuation on the Board of Trustees.

Strategic Discussion - Fundraising Event for Spring 2022

Ken Simonis, Lauren Mellor, and Karen Bentz will serve on this subcommittee. They will meet and create ideas for next meeting. Ken Simonis will chair this subcommittee. Ideas may include Anakeesta and the Aquarium.

Motion to proceed with the subcommittee was made by Ken Simonis and 2nd by Lauren Mellor.

For 2021 Kelsey is pursuing the purchase of laptops for checkout and a stationary bike for reading and riding within Anna Porter Public Library.

Additional fundraisers for 2022 were discussed to include a possible Book Trivia Night, Escape Room/Murder Mystery Night.

Report from Board Policy Committee:

There is now a binder in the library with all policies that apply to APPL. There will be several more policies added to include:

- Camera Security Policy
- Technology Loan Policy
- Volunteer Policy
- Document Destruction Policy

In addition, Matthew suggested we review Appendix II - Policy List, page 22 of the *Tennessee Standards for Public Libraries* for any additional policies we may need to add.

Report on Director Review:

It was reported that Kelsey's evaluation showed improvement over last year. Kelsey showed professionalism and care during the Covid 19 crisis.

Each member will receive a blank copy of the evaluation used for this task and report any changes, modifications, deletions, or additions back to Debi by the end of August.

Standing Reports:

Treasurer's Report:

The reports are better over last month. Still working on correcting problems from the previous Director. We requested 3% over last year's budget. City should be approving the budget soon.

Motion to approve the Treasurer's Report was made by Laurel and 2nd by Lauren.

Director's Report:

The inventory in the library is about to 50% complete. Kelsey would like to be able to take credit cards for payments and will look into Square.

Motion to approve a Cost of Living Raise and Merit Raise to Kaila by Debi and 2nd by Lauren. This will be awarded if the City approves APPL budget.

Kelsey was dismissed from the meeting and discussion ensued regarding a Cost of Living and Merit Raise for her.

Motion to approve a Cost of Living Raise and Merit Raise for Kelsey by Bill and 2nd by Ken. This will go into effect if the city approves our requested budget. Meeting resumed with Kelsey present.

Regional Director's Report:

Grants are available for technology. The deadline is August 13. Kelsey stated we will be applying.

Motion to adjourn by Lauren and 2nd by Karen.