

Anna Porter Public Library
March 10, 2026

6:00 p.m. Call to Order

Present: Beverly Waldron, Jan Brady, Susan Helms, Sally Helton, Karen Honniball, Matthew Jordan (Regional Director), Mandie Muehlhausen (Director), Patty Swenor, Lisa Oakley

The minutes of the January 13, 2026 meeting of the Anna Porter Public Library Trustees were approved as submitted.

Treasurer's Report:

Patty Swenor presented the treasurer's report. Correction on budget figure for special city funding line item requires changing and corrected report will be filled before the next meeting. Adjustment was confirmed verbally and in notes.

Director's Report:

Mandie Muehlhausen submitted a written report highlighting updates of success and progress in the areas of administration, facilities, personnel, information delivery, marketing/public relations, and the Smoky Mountain Collection. Mandie also reported that she is collecting quotes on vision and dental insurance for the staff. Once she has recommendation, she will share with the finance committee as relates to the 2026-2027 proposed budget. HVAC planning is proceeding with plans being adapted for special needs of the building. Mandie is serving as a judge for the Tennessee Book Award. A big thank you to Neil Anderson and Domino's Pizza for providing free pizza for kids at the library on the last Friday of the month.

Regional Director's Report:

Matthew Jordan provided updates from the region. Monthly newsletters provide information between meetings.

Committee Reports:

Bylaws and Policies: No report.

Finance and Building: No report.

Long-Range Planning: No report.

Promotion and Public Relations: Board members commended the library staff on successful event planning and promotion. Kaila Clark was again recognized for the successful Our Story Series.

Old Business:

The board continues to be mindful of staff appreciation. Beverly Waldron brought King Cake for the staff to enjoy and the board asked Mandie to take the staff to lunch for National Library Workers Day (April 21) while they attend the Tennessee Library Association annual conference in Knoxville. Mandie will provide the board with the receipt, and each member will contribute to reimburse at the May meeting.

The board discussed and voted on new board members for the board. Sally Helton moved that Ronald Miller be approved to fill Christine Maltese's unexpired term (2 years). Susan Helms seconded the motion, and it passed unanimously. Patty Swenor moved that Beverly Waldron and Sally Helton be approved for a second term. Officers were also nominated: Beverly Waldron, President; Lisa Oakley, Secretary; Karen Honnibal, Treasurer; and Patty Swenor, Vice-Chair. Karen Honnibal provided the second and the motion passed unanimously. Beverly will take these board members names to the city council for approval by the May meeting. The board needs one more nominee for board service. Members will bring suggested nominees to the May board meeting.

A new library director evaluation form was approved after the motion was made by Sally Helton and seconded by Jan Brady. The form will be shared with the board via email before the May meeting. Everyone is to complete and return to Beverly Waldron either before the meeting or at the meeting.

No updates were made to the planning calendar.

New Business:

The proposed 2026-2027 budget was presented by Patty Swenor with the finance committee and passed unanimously.

The next meeting of the APPL Board of Trustees will be on May 12, 2026 at 6:00 p.m.

The meeting was adjourned at 7:25 p.m.