

Minutes
Cannon County Library System Board of Trustees
September 14, 2023

Call to Order

Members present: Melanie Estal, Kim Gannon, Mike Reed, Susan Trail, Mary Wilson, Marsha Petty (Library Director), and Cynthia Matthews (Assistant Regional Director)

Absent: Mark Bailey, Greg Rogers

Quorum: Yes

Mike Reed, Chair called the meeting to order at 4:00 pm

Public Comments

None

August Minutes

A motion was made by Mary Wilson and seconded by Melanie Estal to approve the minutes of the August 10, 2023 meeting. Minutes were approved.

Treasurers Report

The Treasurers report was given by Melanie Estal. Revenue for dates ending September 30, 2023 were as follows:

Fees, Fines, Sales, Memorials	(unofficial)	\$ 727.15
Year to date library revenue	(unofficial)	\$. 1354.62
August Expenses-		Please see ledger

Note: For each month the Year to Date Library totals include MOE healthcare costs. The County monthly summary totals do not necessarily include this cost.

Kim Gannon asked if this was a normal amount for the month. Marsha said it is average for the month. Treasurer's report was approved.

Directors Report

Marsha Petty gave the Director's Report

The TOP Grant for 2024 was awarded to the library. It will be \$2856. (minus \$286 match) plus \$250 training which equals \$2820. And will be used to cover the hotspots.

The TECH Grant for 2024 was awarded for \$4502 (minus \$2251. 50% match) which equals \$2251. And will be used for computers.

Library received the E-Rate commitment letter for \$5,855, this should cover the cost for both Adams Memorial library broadband lines that were increased to 1 gbit each.

The computers and Microsoft will stop supporting Windows 10 as of 2025. The library will need to upgrade to Windows 11 which requires newer computers. 19-20 computers will have to be replaced. The library is looking at a large cost for computers over the next two years.

Gate posts have been installed to block the parking lot during special events such as the tractor pull.

The new programs were announced. The typing (keyboarding) is a very popular class for the public and the weekly extended program from the Cannon County Middle school. Other programs for the public are on the calendar and we're discussed.

The Trustee meetings will now be in the downstairs space to make the full hour meeting available to the public.

Regional Directors Report

Kate Huddleston distributed the Regional Report

The 2023 Trustee Workshop is scheduled September 28 in Crossville. At least one trustee needs to attend.

Old Business

All trustees are to go over the By-Laws and review them at next meeting.

The camera issue at Auburntown was resolved at a cost of \$368.

All trustees are to take and look over the Library Service Agreement and it will be discussed at the next meeting. Also the Collection Development Policy will be reviewed. And the trustees need to do a Director review before the end of the year; Mike will work on this.

New Business

No new business

Announcements

No announcements

Adjournment

Melanie Estal made a motion to adjourn, seconded by Kim Gannon. Meeting adjourned.

Next Meeting

Next meeting Thursday, October 12, 2023

Minutes submitted by Mary Wilson