

**Minutes**  
**Cannon County Library System Board of Trustees**  
**February 8, 2024**

**Call to Order**

Members present: Melanie Estal, Kim Gannon, Mike Reed, Greg Rogers, Mary Wilson, Marsha Petty (Library Director), Jacy Willis (Assistant Director) and Cynthia Matthews (Regional Assistant Director)

Absent: Mark Bailey, Susan Trail

Quorum: Yes

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

**Public Comments**

None

**January Minutes**

A motion was made by Mary Wilson and seconded by Greg Rogers to approve the minutes of the January 11, 2024 meeting with corrections to spelling of Melanie Estal's name.

**Minutes were approved.**

**Treasurers Report**

The Treasurers report was given by Melanie Estal.

**Revenue**

Revenue for dates ending December 31,2023	\$15,842.39
January Fees, Fines, Sales, Memorials	\$ 826.52
Check to Trustee	\$ 826.52
Year to date library revenue (1/31/2024)	\$16,668.91

**January Expenses-**

Please see ledger

Kim Gannon made a motion seconded by Mary Wilson to approve the treasurer's report.

**Treasurers report was approved.**

Marsha distributed a printout of year to year comparisons of monthly revenue.

**Directors Report**

Marsha Petty gave the Director's Report

4 computers for Adam's Memorial library have been purchased and installed at a price of \$4537.76. The Tech Grant will reimburse the library \$2251 of this amount.

The city of Auburntown approved the purchase of 2 computers plus MS Office for the Auburntown branch.

The new furniture for Adams Memorial Library that was purchased was delivered. A thank you goes out to the contributor, Betty Conn for this donation.

The library had to be closed Jan 23-Jan 27 due to the inclement weather. All fines and post dates were extended.

### **Regional Directors Report**

Cynthia Matthews distributed the Regional Report

Budget proposals are either done or due soon for the next fiscal year.

Board member terms were discussed.

Recipients of the Tech Grant should be spending their grant money and providing receipts by April 30.

An Enchroma kit is currently available for loan to the library for two months.

### **Old Business**

The budget for the next fiscal year has been turned into the County.

*Greg Rogers made a motion seconded by Mary Wilson to add to the budget to ask the County for \$5000. to help cover the costs of the new computers.*

**Motion passed**

### **New Business**

The board reviewed the Technology Plan. See Report with highlighted changes.

*Greg Rogers made the motion to approve the Technology Plan with suggested changes. Seconded by Kim Gannon.*

**Motion Passed**

The board was asked to take home and review the TN Standards for Public Libraries. We will discuss it at the next meeting.

### **Announcements**

The library will be closed February 19 in honor of President's Day.

Jacy passed out information on the Summer Reading Program with a donation letter. The donation letters will go out soon.

### **Adjournment**

Mary Wilson made a motion to adjourn, seconded by Kim Gannon. Meeting adjourned.

### **Next Meeting**

Next meeting Thursday, March 14, 2024

Minutes submitted by Mary Wilson