

**RUTHERFORD COUNTY LIBRARY SYSTEM
BOARD OF DIRECTORS
MINUTES OF MEETING
Monday, March 20, 2023**

MEMBERS PRESENT:

Tim Bowling	Rollie Holden, Jr.	Tansy Raynor	Shawn Wright
Lauren Brandon	Lynette Ingram	Steve Sullivan	Cody York
Larry Flowers	Phil King	Kory Wells	

MEMBERS ABSENT:

OTHERS PRESENT:

Rita Shacklett, Director, RCLS	Donna Jordon, Branch Supervisor, Eagleville Lib.
Carol Ghattas, Branch Manager, Linebaugh	Kate Huddleston, Director, SRRL
Kathleen Tyree, Branch Manager, TEC Library	Bearl Beasley, President, FOLL
Ginger Graves, Branch Manager, Smyrna Library	Elsa Britt, Recorder

OTHERS ABSENT:

Mindy Barrett, Branch Supervisor, MGL Library
Theresa Pickett, President, FOSL
Beth Wheeler, President, FOEL

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CALL TO ORDER:

The regular meeting of the Board of Directors of the Rutherford County Library System was called to order by Mr. Holden, Chair, on Monday, March 20, 2023, at 5:00 p.m. at MGL Public Library.

WELCOME NEW MEMBERS: None

REVIEW AND APPROVAL OF MINUTES OF PRIOR MEETING:

The Minutes of Meeting held on February 6, 2023 stand as presented.

CONSENT AGENDA: None.

REPORTS FROM COMMITTEES OF THE BOARD

Budget and Finance: Mr. Bowling presented and made a motion the financial reports ending January 31, 2023, be approved. Mr. Flowers seconded. Those who were present voted “aye”. Motion carried.

Personnel Committee: Ms. Ingram had nothing to report at this time.

By-Laws & Policies: Mr. Wright deferred the discussions/adoption of the revised policy PM 204 – Rules of Conduct for next month.

Nominating: Mr. Flowers mentioned the following members whose terms will expire on June 30, 2023:

1. Lauren Brandon – representing Eagleville. Declined to serve another term.
2. Phil King – representing Rutherford County. Agreed to serve for another term.
3. Lynette Ingram – representing Murfreesboro. Declined to serve another term.

4. Cody York – representing Rutherford County, finishes the term vacated by Janita Baucum. Agreed to serve another term (will be his first term)

Development & Acquisitions: Mr. King had nothing to report at this time

Strategic Planning: Ms. Wells presented the Strategic Plan for 2023-2025 and made a motion that it be approved with some verbiage changes in **Goal 1.2** and extend the plan up to 2026:

Original: RCLS will have a staff position dedicated to marketing efforts.

Amended into: RCLS will prioritize a staff position or positions to marketing efforts.

Mr. King seconded the motion. Those who were present voted “aye”. Motion carried.

Facility Maintenance: Mr. Sullivan made a motion to approve the following amounts:

- Linebaugh:
 - ✓ \$9,558.00 for Kone to replace the slide guides on the elevators with roller guides in order to prevent connections missing their sensors and the shutdown issues. This amount is to be taken out of maintenance reserves. Mr. Bowling seconded. Those who were present voted “aye”. Motion carried.
- Smyrna:
 - ✓ \$5,415.00 to repair the HVAC’s hot water valve to be taken out of Smyrna’s fund balance. Mr. Bowling seconded. Those who were present voted “aye”. Motion carried.
- Eagleville:
 - ✓ \$5,525.00 for the purchase and installation of a ductless mini-split unit to heat and cool the library, from Phipps Heating and Cooling. This amount will be taken out of Eagleville’s fund balance. Ms. Wells seconded. Those who were present voted “aye”. Motion carried.

REPORTS FROM LIBRARIES & SUPPORT ORGANIZATIONS:

Linebaugh Library: Reports were submitted in the packet. Ms. Ghattas highlighted some staff for their exemplary contributions to Linebaugh:

- Kelly Norton – celebrated her 5th year anniversary with Linebaugh. Ms. Norton has been a valuable and steadfast employee – reliable, smart, innovative, and dependable.
- Andrea Moore – for the completion of her Master of Science in Information Science (MSIS) from the University of Tennessee.
- Garrett Crowell – will complete his final training with the Public Library Management Institute the week of March 27th.
- Save the date – Wednesday, April 5, 2023 – RCLS’ 75th Anniversary Celebration

MGL Library: Ms. Barrett was absent. Reports were submitted in the packet.

Technology Engagement Center (TEC): Reports were submitted in the packet.

Bookmobile (BKM): Reports were submitted in the packet. The bookmobile vehicle should be ready this summer.

Historical Research Center (HRC): Reports were submitted in the packet.

Friends of Linebaugh Library (FOLL): Mr. Beasley's reports were submitted in the packet. He highlighted some from his reports:

- A graphic presentation of FOLL's support of Linebaugh, MGL, and TEC for 2022.
- Book Club Party on Sunday, April 2, 2023. Invitations will be sent to book clubs throughout Rutherford County to gather as a kickoff for the 75th anniversary of the RCLS.

Smyrna Library: Reports were submitted in the packet.

Friends of Smyrna Library (FOSL): Ms. Pickett's reports were submitted in the packet. Ms. Graves highlighted FOSL hosting their first RUN TO READ FUN RUN to celebrate National Library Week on Saturday, April 29, 2023.

Eagleville Library: Reports were submitted in the packet.

Friends of Eagleville Library (FOEL): FOEL's reports were submitted in the packet.

Rutherford County Library System (RCLS): Reports were submitted in the packet. Ms. Shacklett requested the Board's approval on the following:

- To hold one (1) meeting in Eagleville (on the Community Center side) one time annually, preferably in August. Ms. York made a motion to approve the request. Mr. King seconded. Those who were present voted "aye". Motion carried.
- To close all branches on Monday, May 22, 2023, for a full day training for full time staff on the Koha system. Mr. Wright made a motion to approve the request. Ms. Ingram seconded. Those who were present voted "aye". Motion carried.

Ms. Shacklett highlighted two (2) staffs celebrating their milestones with the RCLS:

1. Donna Jordon – celebrated her 25th year anniversary on March 2, 2023.
2. Trey Gwinn – will celebrate his 5th year anniversary tomorrow, March 21, 2023.

Foundation: Updates were included in the report submitted by Ms. Shacklett.

Stones River Regional Library (SRRL): Ms. Huddleston distributed her report to the Board and highlighted important statistics in the 2022 Tennessee Standards for Public Libraries pertaining to the RCLS.

OTHER BUSINESS:

None.

The meeting adjourned at 6:10 pm.