

Tipton County Public Library Board of Trustees Minutes
April 11, 2022

Members Present	Members Not Present	Others Present
Terri Newcom		Jason Fields
Cyndi Day		Kendra Hummel
Pat Waterman		Melissa Bear
Paula McCord		
Danielle Atkisson		
	Crissy Proffitt	
Briana McDonough		Lou Ann Millett

Ms. Newcom opened the regular meeting at 6 PM.

Ms. Waterman motioned to approve the March 14, 2022 minutes, seconded by Ms. McCord. **Motion carried.**

Ms. McCord motioned to approve April claims for \$117,636.30, seconded by Ms. Atkisson. **Motion carried.**

Statistics Review:

Director's Report: See attached.

Correspondence: A young boy wrote a note to the desk staff, saying, "I love this library! It is so much fun! You can read books, you can color! You can do so many things!"

Committee Reports: None

Old Business:

1. Additional Appropriation (FYI)

Mr. Fields shared the additional appropriations have been advertised, and the public hearing is scheduled for April 19 at the County Council meeting. Mr. Fields invited Board members to attend the County Council meeting.

2. Building damage (FYI)

The contractor, Scott Woods, has provided an estimate for repairing the damage to the building. The estimate needs to add additional repairs to the dividing wall. When the final estimate is returned, Mr. Fields will send the updated estimate to the library's insurance company.

3. Strategic plan (FYI)

The Survey for the strategic plan will be distributed to patrons during April. Mr. Fields is collecting the surveys and will compile the results to share at the May board meeting.

4. Board Terms

Briana McDonough's term is ending 5/1/22, and she does not wish to serve another term.

Crissy Proffitt's term ends 5/31/22, and she wishes to serve another term.

New Business:

1. Circulation Policy – revision (Action)

Ms. McCord motioned to approve the revisions to the Circulation Policy, seconded by Ms. McDonough. **Motion carried.**

2. Employee Handbook- revision (Action)

Ms. Atkisson motioned to approve revision of 7.2 PTO Guidelines as presented, seconded by Ms. Waterman. **Motion carried.**

3. 2023 Job Classifications (FYI)

Mr. Fields shared a draft of proposed job classifications and salary schedule for 2023.

The Board formed a committee to review scholarship applications. Ms. Waterman, Ms. McCord, and Ms. Atkisson volunteered to participate in the committee.

Ms. Day motioned to adjourn the meeting at 6:59 PM, seconded by Ms. McCord.

Motion carried.



President



Secretary