

**James L. Hamner Public Library**  
**Board of Trustees Meeting**  
**Jan 18, 2022**

The meeting was called to order at 5:02 p.m. Members present were Jill Hames, Carol Hix, Ruth Ashton, Tom Hayghe, Jennifer Jones, and Gail Geraghty.

**Approval of Minutes** - Jennifer asked about comments on the minutes from our November meeting. No comments were made and Carol moved to approve. Ruth seconded.

**Friends Report** - The Friends shared a report via email about their meeting on January 20th, which was held remotely. The Friends participated in the Christmas Mother's program in December by donating books, and they also presented gifts to the library staff. The Friends received a bequest from the estate of Helen C. Wright in the amount of \$150,000 which must be used to purchase childrens' books. Jill said she has decided to use \$15,000 annually for the Junior Library Guild purchases. The Friends said that they will not set up library programs for 2022 until the Covid situation is more stable, although they will fund the summer reading program and other programs that Jill requests for this year. The annual meeting has tentatively been scheduled for Apr 24, 2022.

**Corresponding Secretary** - Carol said that due to some confusion she has not yet sent the thank you card to Mary Ann Griles, but will do so now that it's been ascertained that she is no longer serving on the board.

**Officers' Reports:**

**Evaluation Committee** - Tom shared that the evaluation forms for the library director have been emailed and he has received about half back so far. They are due on January 31. He said that he will be setting up a meeting with Jill and Jennifer in February to discuss the results.

**Capital Improvement Committee** - Jennifer submitted a CIP request to the county, setting the building request as priority for 2027. She stated in the request our needs and the amount requested to purchase land for new construction. Jennifer spoke with Holly Steele, the county's director of community development, who said that although there is no formal process for requesting land, we can meet with her and/or Taylor Harvie to discuss how to proceed. We will also need to meet with the Board of Supervisors at some point.

### **Library Director's Report -**

- Jill said that there are no more free Covid tests and she hasn't been able to get any more. They have gone very quickly.
- Jill spoke about the possibility of setting up a different time for meetings. It was decided that we would hold our next meeting at 6:00 p.m. instead of 7:00 p.m. to see how it goes.
- We discussed the status of our inactive members, and Jennifer said that she would contact them about their interest and involvement. If necessary, those members who are no longer interested will be removed from the board. Also, it was noted that the following members' terms are up in June of this year: John, Karen, Phyllis, Tom, and Gail.
- Jill said that the snow globe event in December, planned by our new community engagement librarian Baylee Hughes, was very well-attended.
- Jill did some research into exactly how our meetings are required to be posted and found that we need to post them on the library website and also on site. It isn't necessary that we continue to post them at the county office building. Carol said that she doesn't mind doing that, if needed.
- Today the library's new ILS software was switched. This cataloging software, found on the library website, allows users to search much more quickly and provides considerably more information than our old system. It also allows patrons to manage their own contact information. Jill said she's very pleased with the improvement.

**Old Business** - Baylee reached out to begin setting up the community volunteer opportunity with the schools that was spoken about at our last meeting. The plan is to establish greater community involvement and communication.

**New Business** - Jennifer asked for comments about the proposed Library Budget. Jill said that she didn't change much this year. There are now separate line items for furniture and computers. Tom asked about line item 869 for "Maintenance service contracts", which has been reduced by more than half. Jill said that some of those contracts have changed and we are spending less now. Tom moved to approve the budget and Ruth seconded. The budget was approved.

Ruth moved we adjourn the meeting at 5:50, and Tom seconded the motion.

The next full board meeting will be held on March 15th, 2022 at 6:00 p.m.