



**Kingsport Public Library Commission – Meeting Minutes
Kingsport Public Library Boardroom
Monday, December 9, 2019**

Members Present: Lane Dukart, Margaret Counts, Kate Harden, Gail Campbell, Melissa Hamby, Jaclyn Clendenen

Others Present: Chris Markley, Library Manager, Amy Kimani, Regional Director, Roni Derosssett, Secretary

Meeting was called to order by Lane Dukart, Commission Chair at 4:03 pm.

Actions Taken:

- Approval of November 2019 Meeting Minutes
- Approval of the Strategic Plan
- Selection of staff members to attend the PLA conference in February

Approval of Minutes: The minutes from the November 2019 meeting were approved. Motion made by Margaret to approve; second by Kate, approval unanimous.

Regional Director's Report: Amy shared information about the two current job openings at the regional office. She shared information about a Health and Wellness training day that was open to all board members on December 10th. She also discussed a workshop coming up in January, where students from ETSU will cover the topics of service learning and having volunteers in the library. Kate Harden was presented with a certificate for completing the Trustee Workshop.

Manager's Report: As emailed (on file). Chris Markley shared information about special hours for the Library in December – the library will be closing at 5:30pm from December 19th through January 6th. The library will be closed December 24-25th, as well as January 1st. She also shared information about programming, including a storytime "Noonday Celebration" and more frequent upcoming Makerspace classes. She shared that the library's most recent movie showing, Solo, had 34 attendees including one cosplayer dressed as a Mandalorian, and that the library will be having two groups present at ALA in the spring. One group will be presenting on the Escape Rooms we have done at the library, and the other will present on the EXCITE training that a group attended in October.

The vacant Youth Services position has recently been filled. 69 applications were received, and nine interviews were conducted. The new employee will begin in January, after the holidays.



Circulation and financial reports as emailed (on file).

Old Business:

Chris provided an update on the Strategic Plan, including the Facility Assessment Report and the draft for the Strategic Plan. Motion made by Melissa to approve the Strategic Plan; motion seconded by Margaret. The plan was unanimously approved.

New Business:

Applications submitted by staff members wishing to attend the PLA conference in February were reviewed. Four staff members were selected by the Library Commission. The Friends of the Library will sponsor three of the attendees, the fourth will be paid for by the City.

Meeting adjourned by Lane Dukart at 4:44 p.m.

Respectfully submitted,

Roni Derossett, Secretary
December 10, 2019