



**Kingsport Public Library Commission – Meeting Minutes
Kingsport Public Library Boardroom
Monday, Oct. 14, 2019**

Members Present: Lane Dukart (by phone), Margaret Counts, Katie Harden, Melissa Hamby,

Others Present: Chris Markley, Library Manager
Sarah Egan, HORL Administrative Assistant Gail Campbell, KPL Regional Board Representative

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

Actions Taken:

- Approval of September 2019 Meeting Minutes
- Approval of Circulation Policy
- Approval of Hotspot Policy and Hotspot Agreement

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

Regional Director's Report: Distributed at the meeting (on file) Sarah Egan shared that Amy Kimani is the new Regional Director and will begin on October 21, 2019.

Manager's Report: As emailed (on file). Chris Markley shared information about Creativebug, New resource is available to patrons, both in the Library and from home. This resource provides access to an extensive database of classes and patterns. A Library card is required to access the resource. <https://www.creativebug.com/lib/kingsport>

She shared that the trip to EXCITE Transformation Bootcamp was informative and will be used by the Library in a variety of ways.

Circulation and financial reports as emailed (on file).

Old Business:

Chris thanked everyone for participation in the Community Retreat. 18 community members from across the community participated in a dialog about the community and its needs and visions for



the Library. The group was small but were very engaged and provided interesting and enthusiastic feedback and ideas about the Community and the Library.

New Business:

Circulation policy was adjusted to reduce barriers and frustrations of the people applying for Library cards by requiring only a government issued photo id with current address to obtain a card. It also updated the number and type of items that may be checked out on a limited card. Motion to approve by Melissa; second by Margaret. Unanimously approved.

The Hotspot Policy and Agreement was updated to allow people that are traveling or otherwise need the hotspot for more than 7 days to have the option of a 7 or 14 day checkout. The fee remains \$10/7 days and must be paid at checkout. Motion to approve by Kate; second by Melissa. Unanimously approved.

Meeting adjourned by Lane Dukart at 4:16 p.m.

Respectfully submitted,

Chris Markley, Manager
Oct. 15, 2019