



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

Members Present: Lane Dukart, Margaret Counts, Dorothy Dobbins, Katie Harden, Melissa Hamby, Betsy Cooper

Others Present: Chris Markley, Library Manager Patrick Shull, Kingsport Mayor
Whitney Nelson, HORL Assistant Director Gail Campbell, KPL Regional Board Representative
Jennifer Cowan-Henderson, TSLA

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

Actions Taken:

Approval of August 2019 Meeting Minutes

Approval of Minutes: The minutes from the August 2019 meeting were approved. Motion made by Lane to approve; second by Betsy, approval unanimous.

Regional Director's Report: Distributed at the meeting (on file) Whitney Nelson shared information about upcoming trainings and the September 23rd Trustee workshop. The LSTA grant formula was discussed emphasizing that funds are tied to completion of Trustee Certification and attendance at Trustee Workshop. Also shared the addition of Early Word to TEL, similar to ABC Mouse educational database but may be used from home.

Manager's Report: As emailed (on file). Chris Markley shared information about Owl Wizarding Wonders month (Harry Potter month). It had 218 participants and 15 different events and was enthusiastically received by patrons of all ages. The Harry Potter trivia had 85 participants of all ages and there were waiting lists for the escape rooms. Ravenclaw won with 10,365 points. She shared that the Library received notice that we received a 2020 LSTA Technology Grant in the amount of \$1643. This is a matching grant, the Friends of the Libraries have agreed to provide the match. Our initial funding request was \$2169. One reason our request was not fully funded was lack of participation in the 2018 Trustee Workshop.

Circulation and financial reports as emailed (on file).



Old Business:

Security cameras are installed and working. There are changes to the cameras being installed on the front of the building and those are still waiting to be installed.

Chris provided an update on the Strategic Planning and Facilities assessment progress, as of midday Friday, Sept. 6 there have been 263 surveys completed. The City and the Times News have provided support and have been spreading the link and encouraging the community to participate. The goal is 300-500 completed surveys. It is vital that we continue have as many community members, both users and non-users complete the survey, so please continue to encourage people to complete the survey. Community input will also be sought at a Community Retreat on September 28th. Community members from across the community will be invited to attend and participate in a dialog about the community and its needs and visions. If you have people that you think are important to include in the discussion please email Chris with contact information. The Library Commission is invited to participate in the Community Retreat on September 28 9 a.m.-3 p.m. We would like you to provide input into the future of the Library.

New Business:

Chris shared the Annual Report for FY 18-19 (on file) highlighting annual visitors (187,601) and circulation numbers (157,779 physical items and 105,683 digital items borrowed).

Mayor Shull made a few remarks thanking the Commission members for their service and discussing his personal history with the Library.

Meeting adjourned by Lane Dukart at 4:31 p.m.

Respectfully submitted,

Chris Markley, Manager
Sept. 10, 2019