

**LIBRARY BOARD MEETING
COLLEGEDALE PUBLIC LIBRARY
TUESDAY, OCTOBER 8, 2013, 7:00 P.M.**

Call to Order: The October 8, 2013, meeting of the Collegedale Public Library (CPL) Board was called to order by chairperson, Paulette Goodman. Members present: Paulette Goodman; Merritt McClafferty; Mitchell Thiel; Mary Wagoner-Angelin. Not present: Debbie Baker; Marcella Morales; Cortney Pope. Also present: Emily McDonald, Friends of CPL representative; Susan Hauer, LSSI (Library Systems and Services); Joanne Stanfield, CPL Director.

Paulette welcomed Susan Hauer, who reported on the opening of the Sumter County, Florida, library system with LSSI on October 1. Susan is serving as interim director and living there temporarily.

Approval of Minutes: The minutes of the previous Board meeting on July 9 were approved, following a motion to accept by Mitchell Thiel and second by Mary Wagoner-Angelin.

Strategic Planning, Mary Wagoner-Angelin: The committee has met and chosen the questions to ask in the focus groups, identified focus groups, and assigned a leader for each. The focus group meetings will be held in October and November. Emily will contact the newspaper about publicity when the dates are set. After communicating with Kelly Martin, Collegedale's City Planner, Mary learned that the City's focus groups have met already, and we will not be able to work with them. Mary led a practice focus group with the Board, asking the four questions, recording responses and encouraging discussion. The questions are:

1. Do you have a library card? A. If yes, what services do you enjoy? B. If no, what has kept you from getting a card?
2. What additional services and/or programs would you like to see offered by the library?
3. How can Collegedale Public Library best serve the community in the next 2-3 years?
4. Did you know that there is an active Friends of the Library group?

Friends Report, Emily McDonald: The Friends Board met today and voted to pay \$5,100 for READS (Regional eBook and Audiobook Download System) for access to OverDrive through the State of TN. Friends are sponsoring the Fall Local Author Series and providing refreshments. Friends purchased the furnishings for the new Teen Space. Friends members are working on a new brochure with revised membership levels and benefits, as well as a Welcome/FAQ packet for new library cardholders, which was shared with the Board. The second annual Open House and Membership Drive is scheduled for Sunday, November 17, 3:00 – 5:00 P.M. The Jericho Brass Outreach Group, BrassWorks will play at 3:00.

Home School Organization Request: Joanne shared a request from the Ooltewah Georgetown Home School Association for a discount on the non-resident fee for a library card for their 147 member families. After some discussion, a motion was made by Mary and seconded by Merritt to send this request on to the City Commissioners without a recommendation. The motion carried with a 3 to 1 vote. Joanne will take this to the City Commission workshop.

Library Report, Joanne Stanfield: The Third Quarter Report on library statistics and programs was shared, along with the library newsletter, which highlights upcoming events. Patron response to the new library hours has been positive, especially about opening on Fridays.

Election of Officers: Board terms have expired for Debbie Baker and Cortney Pope. Cortney has declined a second term, and we don't know about Debbie yet. Board members were invited to suggest names for possible new member. If an individual expresses an interest in serving on the Board, he should contact the City Commission. Mary suggested choosing another non-resident member. Mary nominated Paulette for a second year as chairperson, and the motion was seconded by Merritt and approved by Board vote. Paulette agreed to serve another year. Merritt chose not to take another year as Vice-Chairperson. Paulette nominated Mary for vice-chairperson. The motion was seconded by Mitchell and approved by Board vote.

New Business: Paulette forwarded an email to all Board members outlining a new online resource for library boards: Trustee Resources LibGuide available from the Tennessee State Library and Archives, Tennessee Regional Library System. She plans to order a trustee handbook recommended on this site.

The Trustee Resources LibGuide can be found at: <http://tsla.libguides.com/trusteeresources>.

Adjournment: With no further business, the meeting adjourned at 8:40 P.M. The next regularly scheduled meeting of the Library Board is on Tuesday, January 7, 2014, 7:00 P.M.