



The Board of Trustees of Franklin County Library met on September 9, 2020, at 4:08 p.m. at the Franklin County Library and simultaneously via Google Meet with the following present: Dave Van Buskirk, Chairman; Kelly Doyle, Co-chair; Beverly Bright, Treasurer; Lynn Claxton, Carl Goodman, Mickey Hall, trustees; Freda Clifton, Regional Trustee; Kathy Bennett, John Hein, Bridgid Stewart, advisory members; Tina Stevens, Director; Kate Huddleston, Regional Library Assistant Director; Kathy Pack, Library IT Specialist.

The roll was called and the minutes from the May 13, 2020 meeting were approved as presented.

Reports provided from the following:

Treasurer Beverly Bright—no unexpected purchases and finished FY2020 under budget

Director Tina Stevens' report attached as page 3 & 4. These items were not included in the original report:

Secretary of State Trey Hargett visits on Friday, September 25, 2020 to present our Tech Grant award.

Book Nook has moved to the back wall in Non-Fiction to allow for a dedicated meeting space.

Due to a partnership with the Board of Education, teachers are utilizing the Library's study spaces and meeting room for tutoring and homebound students.

Jerry Limbaugh, Franklin County Historical Society Historian, received a \$500 donation after he assisted a customer in locating a relative's grave.

Regional Library Assistant Director Kate Huddleston—Trainings available in September and October include: Verso Discussion, Leadership, Summer Reading Conference, and Regional Board meeting. Update to the Executive Order regarding meetings outlines virtual and recorded must be posted online.

Building and Grounds Committee-Tina Stevens, Director, reporting for Portia Vaughn, chair-the grant submitted to the county to improve security was approved. The trees behind the library will be removed as they pose a threat to



the building and limit visibility. The building will have added lighting to the north side of the building and on the porch along with five (5) more surveillance cameras.

Communications—Chairman Dave Van Buskirk encouraged Board members to attend county and city meetings.

No Unfinished Business

New Business—Policy Committee Chairman Kelly Doyle recommended Policy Section 013 reflect a change to the pricing for scanning. Attached as pages 5-6. Recommendation approved.

A motion to move the November meeting dated November 18, 2020 due to Veterans’ Day on November 11, 2020 carried by roll call.

Meeting adjourned at 4:50 p.m.

Franklin County Library Secretary of the Board of Trustees

Franklin County Library Chairman of the Board of Trustees



Director's Report SEPT 2020

Amid an on-going crisis, somehow we are beginning to see some normality returning. Visitors are increasing. We welcomed an extra 400+ visitors for the month of August! We are also seeing evidence of patron assimilation to our new environment; many wear masks and practice social distancing when visiting.

Speaking of returning to business as usual, we have been surprised that more than half of the schools visited by Robin, Youth Services Director, have asked for her return. She is happy to oblige them, as this is her favorite part of working at Franklin County Library.

IT Specialist Kathy and I commence Pop-up Franklin County Library at the Franklin County Housing Authority locations this fall. Eleven approved sites are where we will assist visitors with completing the Census form, job searching, virtual learning, and provide free materials with an onboard Little Free Library! Housing Authority Administration has been so welcoming and helpful to get this project up and running. Tenants will receive flyers and notices monthly alerting of our visits. Along with our visits, the installation of Little Free Libraries (a partnership between the Friends of the Library and the TN Valley Woodworkers) at most of these locations is another way we hope to provide opportunities for enrichment and education.

Speaking of Little Free Libraries, two more are set for delivery to area elementary schools. One in memory of the late Teresa Wiseman, beloved North Lake Elementary Librarian, was constructed by our own Dave Van Buskirk, a TN Valley Woodworker, and painted according to a drawing done by North Lake students. Another built by the TN Valley Woodworkers belongs to Rock Creek. The Friends of the Library will provide materials to encourage reading by all.

Seeing this three-year project come to fruition is an absolute joy. Library as a vocation is more than checking books in and out; it is touching lives every day. By



extending the sharing of donated books, DVDs, audiobooks, and more, possibilities abound in the wonder of discovery inside a tiny library!

On a side note, in exchange for the Tennessean that came at a cost of 100% increase over last year, we now offer the Wall Street Journal. We have been hearing requests for quite some time and are proud to have it available.

Thank you for your service and all my best,

Tina L. Stevens, Director



Franklin County Public Library Policy Manual

Section No: 013

Date Approved: 13 MAR 2019

Subject: Library Services

Approved: Kathy Bennett, Chair, Franklin Co. Library Board _____

Microfilm Reader/Printer

- A microfilm reader/printer is available for public use. The charge is 25¢ for each printed page.

Copy Machine

- A copy machine is available for the public.

Letter size print 25¢

Two-sided print.....50¢

Fax Machine

- A fax machine is available for public use.
- Cover sheet required.
- There is a \$1.00 charge for each fax up to 10 pages for local/toll-free fax numbers Long Distance fax numbers are \$2 for first page, 50¢ for each additional page.
- Incoming faxes are 25¢ each page.

Scanning



- Scanning services are free up to 10 pages and 25¢ per additional page. and Scans require a cover sheet.

Laminating

- Laminating services are \$1 per item up to letter size.

Disc Cleaning and Repair

- Disc cleaning and repair service is \$2 per one-sided discs. \$4 for two-sided discs.

Office Equipment

- Equipment located in any office areas, or on any library employee's desk, is for library employee use only. This includes the office copy machine, phones, and the paper cutter, etc.