

JOHNSON CITY PUBLIC LIBRARY

The following is a written record of the May 19, 2020 JCPL Board of Directors regular meeting. After the meeting, due to a technical error, no recording was available as required by Executive Order No. 16, which provides authorization for governing bodies to meet electronically. The Regular Meeting of the Board of Directors will be held via Zoom on Friday, May 22, 2020 at 10:00 AM. Two methods of recording will be implemented to ensure requirements of Executive Order No. 19 are met.

May 19, 2020

The Board of Directors of the Johnson City Public Library met May 19, 2020 at 4:30 p.m. in an online meeting pursuant to the Governor's Executive Order No. 16, which provides that because governing bodies must continue to meet to carry out essential functions, governing bodies are authorized to meet electronically, under certain enumerated circumstances. Members present and acknowledging their presence at the online meeting by roll call were: President Kathy Hall, Vice President David Gemar, Secretary Tony Warner, Treasurer Sarah Davis, Jennifer Dixon, Scott Jeffress, DJ Swatzell and Suzy Williams. Also present were Holston River Regional Library Director Amy Kiamani, Director Julia Turpin and Assistant Director and recording secretary Cathy Griffith.

- I. Call of meeting to order. President Hall called the meeting to order at 4:37 p.m. and welcomed attendees.
- II. Approval of April minutes.
- III. Treasurer's Report.
 - Operating Account – April 2020. Ms. Griffith gave an overview of the Operating Account Financial Statement. She noted that the amended budget approved by the Board at their April meeting brought line items and account groups into line with where they should be at ten months into the fiscal year. Also, all expense account groups are within their budgeted amounts, including personnel where April was a three-payroll month.
 - Imagination Library (IL) – April 2020.
- IV. Director's Report. Ms. Turpin said we are on the cusp of Phase 1 of returning to library service, noting that staff is back in the building and preparing for curbside service that is set to begin June first. Ms. Turpin said that staff has been deployed to different workstations throughout the building, noting that the size of the building is great for social distancing. She said that strict social distancing guidelines are in place and staff must wear a cloth mask when they are in the building. Ms. Turpin added that this was discussed during an all-staff Zoom meeting last week and a demonstration on the correct way to put on masks and gloves was given.

Ms. Turpin gave an overview of how curbside service will work and added that it looks deceptively simple but it is more complex to carry out than we thought it would be. She said that we will be offering library cards and print services to patrons. Mr. Warner asked how returned items will be sanitized and Ms. Turpin answered that all returned items will be quarantined for 72 hours before they are shelved. Answering a question from Ms. Williams about masks, Ms. Turpin said that when patrons are allowed back into the building masks will not be required but they will be strongly encouraged. Ms. Turpin said that we have had a healthy circulation of electronic materials and we will purchase more in the coming year. Ms. Turpin reported that a County Commissioner said in an article in Sunday's Johnson City Press that both JCPL and the Imagination Library are "on the chopping block" with regard to FY 20/21 funding. Ms. Williams asked that Ms. Turpin prepare some talking points for her to take to the County budget committee. Ms. Turpin noted that the County has two budget sessions coming up in the near future. Answering a question about the State required Maintenance of Effort being suspended for one year, Ms. Kiamani said that Secretary of State Tre Hargett is not budging on the required Maintenance of Effort which requires that "annual library appropriation from local government sources meets or exceeds appropriation of the preceding year and the annual library expenditure of local funds meets or exceeds the expenditures of the preceding year."

Answering a question about the CARES Act grant funds available through the State Library and Archives, Ms. Turpin said that we are eligible for \$750 spent on PPE (Personal Protective Equipment) as well as funds for any eligible technology purchase for the pandemic situation. The Caronavirus Aid, Relief and Economic Security (CARES) Act provides fast and direct economic assistance for American workers and families, small businesses, and preserves jobs for American industries. She added that right now we haven't made any eligible technology purchases but some software may be eligible. Mr. Warner asked if the roof project was still on track and Ms. Turpin said that the replacement is set to begin on June first. She said that the work being done on the roof will have an operational impact and it is a relief that we will be closed.

- V. President's Report. No report.
- VI. Friends of the Library Report. Ms. Hall said that the Friends met last week in their first Zoom meeting. She reported that it will be a while before the next book sale and the comic book sale is on hold now that the library's LibCon event has been cancelled. Concluding, Ms. Hall said that a Friends newsletter will go out soon.
- VII. Old Business.
- VIII. New Business.
 - a. New board member recommendations
 - i. Two new vacancies 7/01/2020. Ms. Hall is at the end of her second term next month and the position that was held by Don Spurrell needs to be

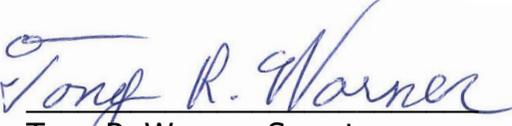
filled. Ms. Turpin said that six applicants have submitted their interest in being on the library board. Three of the six, Michelle Treece, Robert Sawyer, and Carlos Conerly, called and met with Ms. Turpin. Ms. Treece is retired from the Johnson City school system, Mr. Sawyer is an ETSU professor and was previously on the Friends Board and in charge of the Friends book sale, and Mr. Conerly's late wife was a librarian and his daughter is currently a librarian. Mr. Conerly attended many ALA (American Library Association) conventions with his late wife. The other three candidates are Meghana Diwanji, Star Bartow, and Mattie Mullins. Ms. Hall noted that the City appoints library board members but they are open to recommendations. Answering a question from Ms. Williams, Ms. Hall said that nine members is the limit and we go by State guidelines. Ms. Turpin noted that we have seven members at large and one City and one County Commissioner. Ms. Hall said that we have two spots and three very well qualified and interested and talented candidates. Ms. Turpin said that this is a unique situation for her as this is the first time she has had so many qualified candidates for board positions. After further discussion, it was the consensus of Board members to recommend Michelle Treece and Robert Sawyer for appointment to the Johnson City Public Library Board of Directors. It was also the consensus of Board members to reach out to Carlos Conerly about involvement with the Friends and Ms. Hall said that she would reach out to him about being on the Friends board.

- ii. One 2nd term; David Gemar. Mr. Gemar submitted his application to the City.

IX. Adjournment.

Ms. Hall announced that the next meeting will be June 16 on Zoom. By acclamation, the meeting was adjourned at 5:21 p.m.

Respectfully submitted,


Tony R. Warner, Secretary