

**Bristol Public Library
Board of Trustees Meeting**
September 20, 2018
701 Goode Street
Bristol, VA

Gloria Oster, President, called the meeting to order at 4:00 p.m. A quorum was present. Board members and library staff were welcomed to the meeting.

Actions Taken:

- Approval of minutes for August 16, 2018.
- Extension of RFP for construction of new entryway downstairs.

Actions Outstanding:

- Approval of Filming and Photography Policy.

Next regular board meeting: October 18, 2018, at 4:00 p.m. at the Bristol Public Library.

	Board of Trustees		Tre Webb		Christy Lunsford, Avoca Branch
	Thomas Bowers, Treasurer	x	Carl Williams		Holston River Regional Staff
x	Paul Conco, Vice-President	x	Jack Young	x	Nancy Roark, Regional Director
x	Steven Gobble		Library Staff		Whitney Nelson, Assistant Dir.
x	Jonathan Harden	x	Amy Kimani, Exec. Director		Sarah Egan, Admin. Assistant
	Neal Osborne	x	Brenda Dunn, Admin. Assistant		Guests
x	Gloria Oster, President	x	Jeanne Powers, Ref. Librarian		
x	Allyson Rutherford		Brenda G'Fellers, Assistant Dir.		
	Rielly Self		Ambrea Johnson, Assistant Dir.		
	Christian Trombetta, Sec.		Joyce McCracken, Building Mgr.		

Approval of Minutes: The minutes for the meeting of August 16, 2018, approved. Motion made by Paul, seconded by Carl; all in favor.

Public Comment: None.

Warm-Up: Amy introduced new Teen Librarian, Jaden Erbs to the Board of Trustees, and members introduced themselves.

Unfinished Business: Filming and Photography Policy: Amy presented the revised version of the Filming and Photography Policy to the board. She stated the policy is at the City Attorney/City Manager for review, but she has not heard from him. Discussion followed. Amy will add "Professional" to the request form. Gloria suggested adding "or designee" after "photo for library use only". Amy will bring the policy back for approval at the October meeting.

Discussion of forming Facilities Committee: Amy asked that the board form a committee to look at Facilities needs to help with building and grounds decisions. Meetings could be as needed or on a quarterly basis. Discussion followed. Amy will get in touch with both City Managers to see if someone from the cities might serve on the committee.

Executive Director Report: As emailed (on file). Amy reminded everyone that the downtown branch will be closed this Friday through Sunday for the Bristol Rhythm and Roots Reunion. We will be getting a \$500 donation from them for the use of our parking lot for a beer garden. There was some discussion about the use of the donation as seed money for the Friends of the Library (FOL) since they were unable to get the parking fundraiser off the ground for this year. The Friends will hopefully have a table set up to try to recruit members for the Friends Group during BRRR. After much discussion it was decided to bring this up later.

Teen Report: Jaden reported most of the book clubs are back up and meeting. In addition, she has been in contact with the Boys and Girls Club in both states and they will be restarting soon.

Treasurer's Report: As emailed (on file). Amy reported the Finance Committee met on September 19 and as no proposals came in, will be extending for another month the RFP deadline for the construction of a new entryway downstairs.

Executive Committee: Gloria reported the Executive Committee did not meet this month.

New Business: Staff Training Day: Amy asked approval to close on November 2, 2018 for a Staff training day. It is the day most everyone is here and is the least number of hours we are open. The afternoon would possibly be CPR/AED certification depending on Fire Department availability. If not, the whole day would be library related training and a time would set up for the certification training on a couple of other days. Paul made a motion to approve closing on November 2, Carl seconded, all in favor.

Holston River Regional Library Report: Nancy reported she is excited about the Trustee Workshop this Thursday. Bristol has three trustees signed up. She stated there would be a Trustee Panel to talk about their successes, etc. In addition, she feels the best part of the workshop is what you hear from your fellow trustees. Gloria recommends everyone attend this workshop. A new updated version of the Library Standards Document and Image Evaluation that will be available at the workshop.

Nancy added that beginning on October 1 the historical Tennessean will be available online through TEL. The next Big Library Read also begins on October 1 and continues for two weeks. This year's book is "The Girl with the Red Balloon".

Nancy reported there is a Statewide Friends of the Library Organization that works with local FOL groups and a training workshop could be set up for the Bristol FOL group.

Gloria asked about the letter stating that we would start having a Trustee representative on the Regional Board beginning in 2020. Nancy stated this would change every three years with one representative from the Sullivan County Libraries and the other representative would rotate between Kingsport and Bristol, with Kingsport having the first representative. Trustees will attend Regional Board Meetings and give input from the local libraries.

Friends of the Library Update: Talked about under the Director's Report.

Foundation Update: Amy reported the Library Foundation did not meet this month, as there was not a quorum.

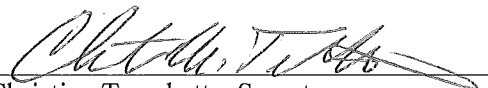
Department Reports: As emailed (on file).

Board Member Reports and Comments: Gloria reminded everyone to register for the Trustee Workshop. Registration runs through tomorrow. She asked that Amy send out the link and information again.

The meeting adjourned at 4:55 p.m.



Gloria Oster, President



Christian Trombetta, Secretary



Brenda Dunn, Recording Secretary