

Minutes of July 13, 2023 meeting  
of the Coffee County Library Board  
Coffee County Manchester Public Library  
4:30 PM

Board Members and Library Staff in Attendance: Pauline Vaughn - Director of Manchester Public Library, Courtney Mercurio - Director of Lannom Library, Kate Huddleston - Director of Stones River Regional Library, Kathy Rose, Gary Winton, Nadine Bean, Jamie Jernigan, Jane Gray Bryan, Erin Wilson, Lynda Welty, Amanda Fuller, Krislyn Melson.

Kathy Rose called the meeting to order at 4:33

Public Comments - None

Minutes: Nadine Bean motioned to approve the minutes of the May 11, 2023 board meeting. Jamie Jernigan seconded the motion. The vote was unanimous and the motion passed.

Kathy Rose asked for nominations for Chairman, Vice Chair, and Secretary/Treasurer. Manchester Library and Lannom Library presented their nominations.

Jamie Jernigan motioned to elect Gary Winton as Chairman, Jane Gray Bryan as Vice Chair, and Erin Wilson as Secretary/Treasurer. Amanda Fuller seconded the motion. The vote was unanimous and the motion passed.

Kathy Rose departed, and Gary Winton resumed the meeting as Board Chairman.

Financial Reports:

Courtney Mercurio presented the financial reports for Lannom Library, Polly Vaughn presented the financial reports for the Manchester Library. Both reported that sufficient funds were spent, and maintenance of effort was met for the 22-23 fiscal year. Polly reported that although the FY24 budget passed, the libraries are experiencing difficulties in moving funds. Courtney and Polly will attend the Budget and Finance committee meeting on Thursday, July 27th 5 pm at the Coffee County Administrative Plaza to request a rearrangement of funds. Nadine Bean motioned to allow the librarians to allocate library funds as they see fit for staffing needs. The motion was seconded by Amanda Fuller. The vote was unanimous and the motion passed.

Jane Gray Bryan motioned to approve the financial reports. Nadine Bean seconded the motion. The vote was unanimous and the motion passed.

Directors reports:

Manchester - Polly reported a hugely successful Summer Reading program! 624 registered participants, 16,479 books checked out, and 320,204 minutes read.

Lannom - Courtney reported also having a successful Summer Reading program. Tullahoma City Schools lunch truck stops at Lannom Library as part of the 'ending hunger in the summer' initiative. During June there were 637 kids who attended and received a free meal. Lannom has extended the lunch truck program through the month of July due to its popularity.

Regional Library Report - Kate Huddleston distributed Core Competencies certificates to the directors. Kate announced the Inter Library Loan (ILL) changes, and that we are hoping to reinstate that service soon. Library service agreements are being revised and will be out later than usual this year. Kate instructed the directors to work on adding a public comment policy due to the new law recently passed - Courtney and Polly will review and present a policy at the next board meeting. Kate distributed new trustee information packets to the new board members.

Krislyn Melson motioned to approve the Director's reports. Nadine Bean seconded the motion. The vote was unanimous and the motion passed.

New Business:

Both Libraries need to add and remove board members to their respective bank accounts.

Amanda Fuller motioned to update Capstar Bank's signatory by removing old board members and adding Jamie Jernigan and Krislyn Melson. Jane Gray Bryan seconded the motion. The vote was unanimous and the motion passed.

Jamie Jernigan motioned to update First Bank's signatory by removing old board members and adding Jane Gray Bryan and Erin Wilson. Krislyn Melson seconded the motion. The vote was unanimous and the motion passed.

Courtney needs Board Chair signatures for PLMI, Board Appointment Form, and OSAP. Gary signed.

Adjourned at 5:25.

Submitted by Erin Wilson, sec.