

**Coffee County Manchester Public Library Committee Meeting
Held at the Coffee County Manchester Public Library
August 8, 2023 at 4:30p.m.**

In attendance: Amanda Fuller, Jamie Jernigan, Krislyn Melson, Polly Vaughn—Library Director, and Gary Winton.

Not in attendance: Nadine Bean.

Gary Winton called the meeting to order at 4:35p.m. and asked for public comment. There were no comments from the public.

Gary asked Polly to give the financial report. Polly gave her financial report during which she explained that July's line 432 (the book category) was so large because there are large book purchase orders at the beginning of the fiscal year.

Gary asked for a motion to accept the financial report.

Jamie Jernigan made a motion to accept the Financial Report. Amanda Fuller seconded the motion. The vote was unanimous and the motion carried.

Gary asked for a motion to accept the minutes of the June 13, 2023 committee meeting.

Krislyn Melson made a motion to accept the minutes of the June 13, 2023 meeting of the Manchester Library Committee. Jamie Jernigan seconded the motion. The vote was unanimous and the motion carried.

Polly gave an update on the mural project. She reported that she met with a representative from the Chamber of Commerce who gave her the name of an artist, Clint Clarneau, who Polly will meet with Thursday 8/10/23. A discussion ensued about the mural project and the needed work on the exterior of the building.

Polly reported that she has not heard back from the lady who is looking into funding for the green space project.

The next topic was security cameras. Polly reported about her meeting with Jeff (security rep.) and Randy Pollock. The three agree that four cameras are needed. Purchase and installation of the four cameras costs \$1389.00. A discussion ensued about the cameras.

Gary asked for a motion.

Jamie Jernigan made a motion that four security cameras be purchased and installed at the cost of \$1,389.00. Krislyn Melson seconded the motion. The vote was unanimous and the motion carried.

Polly next brought up the policy language and the special called meeting about the policy language. The special called meeting is on Thursday, 8/17/23, at 4:00p.m. at the Coffee County Manchester Public Library. A discussion ensued about the language, concerns about accepting the language as is or not accepting it. Polly is asking Kate Huddleston from the Regional office to come to the 8/17 meeting.

The next topic was the salary amendment that Polly and Lannom's director, Courtney Mercurio proposed to Coffee County's Budget and Finance Committee. The committee approved the salary amendment. The full Commission will vote on the amendment during its next meeting on Tuesday, 9/12/23.

Polly next reported that she decided not to purchase the Niche database. She has opted to use the free option from the state.

Polly asked for permission to close at 1:00p.m. on Wednesday, 9/20/23, for staff training—active shooter training by the Manchester Police and catastrophic event training by Emergency Management.

Gary asked for a motion.

Amanda Fuller made a motion that the Coffee County Manchester Public Library close for half a day on Wednesday, September 20, 2023 for staff training. Jamie Jernigan seconded the motion. The vote was unanimous and the motion carried.

The last topic Polly brought up for discussion was the authorized signers on the bank account. She asked to add Jamie Jernigan and Krislyn Melson and remove Charity Person and Heard Lowry. Polly said she needs to take a copy of the minutes to the bank (Capstar Bank) in order to make the change of authorized signers.

Gary asked for a motion.

Amanda Fuller made a motion to remove Charity Person and Heard Lowry as authorized signers on the Coffee County Manchester Public Library account at Capstar Bank and add Jamie Jernigan and Krislyn Melson as authorized signers on the account. Krislyn Melson seconded the motion. The vote was unanimous and the motion carried.

The meeting adjourned at 5:09p.m.

Minutes respectfully submitted by Amanda Fuller