

UNICOI COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES MEETING
July 31st, 2025

The Board of Trustees of the Unicoi County Public Library met on July 31st, 2025, at the Unicoi County Public Library in Erwin, TN. Members present at the meeting were President, Cathy Griffith, Vice President, Gail Snodgrass, Treasurer, Jan Bowden, Stana Donnelly and Terry Wise. Secretary, Andy Frazier and Jenna Lafever were absent.

Also present were UCPL Director Morgan Olson, Holston River Regional Library Director Jennifer Breuer, and community member Gina Clark

- I. Call of meeting to order. Ms. Griffith called the meeting to order at 6:00 pm.
- II. Public comment. Ms. Gina Clark with the Marge Patton chapter of the DAR Genealogy Society presented Ms. Olson with a Certificate of Appreciation. The DAR is also donating a year's subscription for the DAR magazine for the library.
- III. Approval of June 26th, 2025 meeting minutes.
 - a. Upon the motion of ?, seconded by ?, the minutes of the June 26th, 2025, meeting were unanimously approved.
- IV. Treasurer's report. Ms. Bowden shared the June financial report.
 - a. Approval of the June 2025 financial report. Upon the motion of ?, seconded by ?, the June 2025 financial report was approved unanimously.
- V. Director's report. Ms. Olson reported that the library hosted several special events in July. There were 250 participants at the end of summer reading event. A baking class was held at the Mountain Harvest Kitchen and well attended. There was a pool party at the Fishery Pool. Over 50 also participated in the Contra Dance at the YMCA.

The United Way awarded funds for the library as part of Helene recovery efforts. The 100 year celebration of the building will take place in September. There will be a 1920's inspired party. Ms. Olson will also talk to the County Mayor to request an official proclamation. Ms. Olson was also recently interviewed by local radio station 88.3 FM. That interview will air in August.
- VI. Holston River Regional Library Report. Ms. Breuer shared some updates from the latest newsletter highlighting training opportunities for both staff and trustees
- VII. President's Report. No report

VIII. Toney Foundation report. Ms. Griffith shared that the McDonald Family Foundation is recommending an additional \$35,000 donation to the Toney Board for upkeep of the library building.

IX. Unicoi County Public Library Foundation report. No report

X. Old Business.

1. The Board reviewed and discussed Ms. Olson's self-evaluation.

a. Upon the motion of Ms. Bowden, seconded by Ms. Donnelly, the self-evaluation of Ms. Olson was approved unanimously.

XI. New Business.

1. Volunteer Policy amendment. A proposed amendment to change the minimum age for volunteers to age 14 instead of age 12 was discussed

a. Upon the motion of Ms. Snodgrass, seconded by Ms. Bowden, the proposed amendment to the Volunteer Policy was approved unanimously.

2. Circulation Policy revision. Tabled until next meeting.

3. Programming Policy revision. Some changes in the wording was suggested based on some similar policies from other libraries. Tabled until next meeting.

XII. Board comments. None.

XIII. Adjournment. Upon the motion of Ms. Donnelly, seconded by Ms. Bowden, all agree to adjourn the meeting at 6:54pm. The next meeting will be Thursday, August 28th at 6:00pm at UCPL.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Andy Frazier', is written above a horizontal line.

Andy Frazier, Secretary