

## **THE BOARD OF HAMILTON PARKS PUBLIC LIBRARY**

74 Parks Plaza  
Trimble, TN 38259  
February 4, 2021  
5:00 PM

The Board of the Hamilton Parks Public Library met in a regular meeting with Board Chairman, Heather McFarland, calling the meeting to order. Trustees present were: Angie Ballard, Judy Galloway, Cathy Hollingsworth, Carolyn Taylor, and Jane Taylor. Trustees Christi Bane and Rick Isbell and Regional Representative Mary Carpenter attended via Zoom. Also present was Director Marie Davis. Absent was Trustee Tom Wilkerson. Heather distributed copies of the minutes and the financial report. A motion to approve the minutes as presented was made by Judy Galloway with second by Angie Ballard and passed unanimously. The Financial Report for January was presented by Treasurer Cathy Hollingsworth. The account balances as of 01/31/21 are as follows: General Acct \$3,837.15 and Special Acct \$22,001.53. There was no report for the Friends Acct January balance but the December balance was \$2,096.19. A motion to approve the Financial Report was made by Jane Taylor with second by Angie Ballard and passed unanimously.

### **Regional Report**

Mary Carpenter, Regional Library Director, attended the meeting via Zoom with a comprehensive report. The first item on the Regional agenda was "Standards Targeted – Long Range Plan" and Jenny will be working with us on meeting this Standard. As we develop our Long Range Plan, we will encompass some of the other goals that are included on the annual Standards Survey. Mary gave an interesting training presentation on the "Homework Help – Opposing Viewpoints" section of the TEL. This is a factual and vetted database providing reliable information on many varied topics. As a follow up to previous discussions about TEL training for Trimble Elementary School, Angie reported Principal Cindy Hutchins is ready for training to be accomplished at any time when COVID travel restrictions are lifted. Mary presented the Standards Survey Report for 2019-2020 which shows the Standards Areas along with the "meets" status for HPPL. Our report was completed in July 2020 and is not current as HPPL has now met some standards that are showing N instead of Y. For example, the area of Governance Number 15 should be updated from N to Y as the minutes are currently being publicly posted online to our website. Rick Isbell questioned whether the Regional Library can provide sample policies that we can adapt for HPPL and Mary advised that the Board can request the policy copies needed. These are standard best practices (not mandates) and many can easily be adapted to HPPL. Mary highlighted and complimented the fact that HPPL is going beyond the standard for a library of our size in the Technology Level III area. We discussed that HPPL is somewhat hindered in the physical size and layout of the building. While the City of Trimble technically owns the building, there is a deed restriction stating that HPPL cannot use the museum part of the building. One possible "out of the box" solution would be a pavilion on the north side of the building with tables for reading or use of the WI-FI after normal library hours. The R.E.A.D.S. report showed December numbers not January numbers but we are on an upward trend. Mary highlighted the upcoming training events particularly the TOP Grant Application deadline of February 26. Angie reported that HPPL has a slot scheduled with Jenny to work on this but it has not yet been completed. Mary reported that there is legislation afoot to dissolve the regional library boards by 2022. Their functions are now being done by the Secretary of State. A new

group will be formed whose focus will be more on library directors and chairmen. This does not affect Mary and Jenny directly. The Dyer County regional library directors are Victor McLin and Sylvia Palmer who would be great resources for HPPL.

#### **Director's Report**

Marie Davis, HPPL Director, reported that Cathy and Terry Hollingsworth purchased and donated a "Mark Twain Collection" to be added to the Robert Ell Hurt Bookshelf of Classics. This is a "matched cover" set of several of the books by Mark Twain. These will be added to the library collection so that they can be checked out. Christi Bane will print bookplates and can even personalize them if requested. Marie has received a list of several books and movies that folks would be interested in having available. On a motion by Angie Ballard with second by Carolyn Taylor, it was approved to spend \$230.00 of money from the Friends of the Library Account to add to the HPPL collection.

#### **Committee Reports**

##### **Communications**

##### **Old Business**

Heather McFarland presented a handout of the standing committee assignments as discussed at the December meeting. This provides a brief statement of purpose for each committee and the members. We are still working on the HPPL information packet to be sent to the folks who would normally be invited to the Obion River Regional Library Legislative Breakfast. Heather has a cover letter to be included with our local information and Angie will deliver 5 folders to the Regional Library office in Martin. Mary will add a cover letter from the Regional Office and will mail our packets to our legislative representatives.

##### **New Business**

Heather McFarland reported that HPPL has received a \$10,000 grant from CN Railroad as part of the 100<sup>th</sup> Anniversary celebration of the CN Railroad. A shout out was given to Christi Belonio for seeing a letter from CN at City Hall and applying for the grant. Along with the check, we received a book, "100 Years of Building a Legacy Together" and a packet of tree seeds to be planted in an appropriate place. The donation is undesignated so we can spend the funds as we see the need. Heather reported that there is a real need for reliable designated on-call folks who can substitute for Marie when she needs to be out. It is important for HPPL to be open when we say we will be open. The person must be able to open and close the library as well as check books in and out. Heather asked all of us to be thinking of people who might be interested. On the topic of Digital Books, the R.E.A.D.S. Collection provides digital copies of the latest best sellers for libraries but in order to be able to quickly and easily access those, the library needs to be a member of Advantage Reads which requires a membership fee. This membership provides exclusive rights for these best sellers for 6 months. After 6 months, other libraries can access the books if HPPL does not have them checked out, but HPPL still gets first rights to the usage. Mary reported that most libraries are members of Advantage Reads. After a lively discussion with some unanswered questions, Angie will schedule a face to face meeting with Laura Reeves, library specialist

on cataloging and ordering to get detailed information. She will present this to the Board at a future meeting.

**Adjournment**

With no further business, Heather requested a motion for adjournment. Cathy Hollingsworth moved to adjourn seconded by Angie Ballard and motion passed.

Next regular meeting will be Thursday, March 4, 2021 @ 5:00PM

Respectfully submitted  
Carolyn Taylor, Secretary