

**HENDERSON COUNTY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
THURSDAY, NOVEMBER 14, 2024**

**CALL TO ORDER: 8:01 AM.**

**ROLL CALL:** Present- Eric Hoey, Arlene Alexander, Nibby Priest, Tiffany Sights, and Elizabeth Quick. Also, Present-Shannon Sandefur, Library Director; Tammy DeKemper, FIN/HR Mgr; Jason Hargitt, Employee Development Specialist, and Sharon Farmer, Board Attorney.

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES: OCTOBER 10, 2024, REGULAR MEETING:** The October 2024 Board Meeting minutes were e-mailed to the Trustees before the meeting.

- Tiffany Sights made a motion to accept the October 2024 Regular Meeting minutes. Second, Arlene Alexander. All aye.

**PRESENTATION OF THE FINANCIAL REPORT AND ITEMIZED EXPENDITURES: OCTOBER 2024:** The October Financial Report/Itemized Expenditures and the general ledger were e-mailed to the Trustees before the meeting. Tammy DeKemper presented the report.

- Nibby Priest made a motion to file the October 2024 financial report/itemized expenditures for audit. Second, Arlene Alexander. All aye.

**DIRECTOR'S REPORT/STATISTICAL REPORT:** Shannon informed the Board of the various meetings that she had over the month. She informed the Board that she and Danielle, the Children's Librarian, met with Trace Stevens to discuss the location and installation of the StoryWalk. She also met with Traci Tyler of ATA to discuss the Lunch and Learn Series with the Chamber. The trend of an increase in online circulation stats replacing the decrease in print circulation stats is still holding. All other stats remain steady.

**2025 CLOSING DATES:** A list of all closing dates for 2025 was presented to the Board. This includes Holidays and any closures for staff training.

- Nibby Priest made a motion to accept the 2025 closing dates for the library. Second, Tiffany Sights. All aye.

**LIBRARY BEHAVIOR POLICY:** The policy was reviewed and updated.

- Nibby Priest made a motion to accept the updated policy for Library Behavior. Second, Tiffany Sights. All aye.

**MOBILE LIBRARY AND HOME DELIVERY POLICY:** The policies for Mobile Library and Home Delivery were updated and combined into one policy.

- Tiffany Sight made a motion to accept the combined Mobile Library and Home Delivery policy as written. Second, Elizabeth Quick. All aye.

**SMOKE AND TOBACCO-FREE POLICY:** There were two versions of this policy for the Board to choose from:

- a. Smoke Free
- b. Designated Staff Area

After discussion the Board decided to go with option a. Smoke Free.

- Nibby Priest made a motion to go with the Smoke Free policy. Second, Tiffany Sights. All aye.

**NEW EMPLOYEE: HENRY FRANKE (PT COMPUTER LAB)**

- Nibby Priest made a motion to accept the hiring of Henry Franke as part time computer lab assistant. Second Elizabeth Quick. All aye.

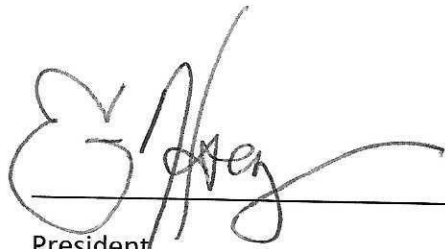

**TRUSTEE COMMENT:** Tiffany made a comment about how much she enjoyed the Dress Factory display in the genealogy department. Billy helped her with some stickers, and he is such a great resource for the library. Elizabeth really enjoyed the history of the bookmobile program.

**ADJOURNMENT: 9:01 AM**

- Tiffany Sights made a motion to adjourn. Second, Elizabeth Quick. All aye.

The next regular meeting of the Board of Trustees is Thursday, December 12, 2024.

Minutes recorded by Tammy DeKemper.

  
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President  
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Secretary



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Director

The Henderson County Public Library provides access to information and opportunities to pursue lifelong learning, economic and cultural enrichment, and recreational enjoyment.