

**HENDERSON COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MEETING
THURSDAY, OCTOBER 9, 2025**

CALL TO ORDER: 8:02 AM.

ROLL CALL: Present- Arlene Alexander, Nibby Priest, Elizabeth Quick. Absent- Eric Hoey, Tiffany Sights. Also, Present-Shannon Sandefur, Library Director and Sharon Farmer, Board Attorney.

8:03 AM -Tiffany Sights entered the meeting.

PUBLIC COMMENT: None

APPROVAL OF MINUTES: SEPTEMBER 11, 2025, REGULAR MEETING: The September 2025 Board Meeting minutes were e-mailed to the Trustees before the meeting.

- Tiffany Sights made a motion to accept the September 2025 Regular Meeting minutes. Second, Arlene Alexander. All aye.

PRESENTATION OF THE FINANCIAL REPORT AND ITEMIZED EXPENDITURES SEPTEMBER 2025: The September 2025 Financial Report/Itemized Expenditures and the general ledger were e-mailed to the Trustees before the meeting. Shannon Sandefur presented the report.

- Elizabeth Quick made a motion to file the September 2025 financial report/itemized expenditures for audit. Second, Tiffany Sights. All aye.

DIRECTOR'S REPORT/STATISTICAL REPORT: Shannon informed the Board of the various meetings that she had over the month. She said the date for the Hospitality Summit has been finalized. It will take place on May 13, 2026. A public announcement will be made on November 4. She spent time in the deposition of Kanesta and Miles Downs. She was very impressed with Stacey Blankenship, the library's attorney. She reviewed the statistical report. We had 154 new card sign-ups for the month of September and there were around 50 people we were able to re-engage with. We are still looking into various ways to get the print circulation to increase. We are approaching displays differently and doing neighborhoods to see if it helps.

STRATEGIC PLAN QUARTERLY REPORT:

Engagement-We concentrated on library card sign-ups for the month of September and had 154 new sign-ups. We are currently looking at the mission and vision statement. We are looking for something memorable and less wordy.

Programming-We are looking at Senior programs that we currently have and need to promote them as that. We are looking to make sure we are offering programs nights and weekends for children.

Communication-We are trying to make consistent social media posts and consistent signing throughout the library. We are highlighting what new reads are coming on the Shelf Help monthly. We have signed up with OrangeBoy. It is a marketing tool to communicate with patrons.

Experience-We have introduced mobile printing services to enhance convenience for users. We have created two bookstore style display tables to showcase multiple copies of books. The marketing department includes tips and takeaways in the monthly professional development newsletter to staff.

2026 CLOSING DATES: Shannon presented the 2026 closing dates for the approval of the Board.

- Elizabeth Quick made a motion to accept the closing dates for the library in calendar year 2026. Second, Tiffany Sights. All aye.

NEW HIRES: We have hired a full-time Public Services Librarian (Teen Services) – Emma Mayes and part-time Facilities Maintenance- John Spurlock.

- Elizabeth Quick made a motion to accept the above hires for the positions stated. Second, Arlene Alexander. All aye.


TRUSTEE COMMENT: None

ADJOURNMENT: 8:56 AM

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

The next regular meeting of the Board of Trustees is Thursday, November 13, 2025.

Minutes recorded by Tammy DeKemper.


President


Secretary


Director

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