



Library Board Meeting 5.26.2026

Attendees

Board Member Present: Keith Barrett, Vanessa Hammond, Rebecca McIntire, Leon Shahan, and Scott Webb.

Others attending: Director: Keisha Parks and Director of Ocoee River Regional Library: Liz Schreck.

Meeting Notes

- Approval of Previous Meeting Minutes and Reports
 - Motion to approve was made by Vanessa Hammond and seconded by Rebecca McIntire. Vote taken; all in favor; minutes approved.
- Board Appointee Update
 - Milan's term ending; Vanessa agreed to another term. One seat to fill; Board recommended Denny Collins (County Commissioner, Finance Committee; works for the school system).
 - Motion to approve Denny Collins was made by Leon Shahan and seconded by Rebecca McIntire. Vote taken; all in favor, candidate approved.
 - The July Board meeting requires voting on Board positions.
 - Plan to sign up for July attendance at City/County meetings to foster relationships with new elected officials; five new County Commissioners; City Council elections in August; Commissioner onboarding around September.
- Budget and Financial Updates
 - Committee reports distributed; financials through April show no major concerns with two months left.
 - County budget timeline: Mayor's proposal Monday; finance review Friday; full vote June 26. Potential tax-related challenges discussed.
- Construction Project Status and Budget Review Process
 - Keisha Parks and Keith Barrett met with Lisa Stanberry regarding budget items; requested a bullet-point report of critical action items with costs instead of a generic construction budget.
 - Plan to form an ad hoc committee to independently review budget and recommendations; focus on must-haves vs. nice-to-haves, cost differences, trade-offs, and historic preservation. Members: Amy Moore (confirmed), Nicolas Lillios (confirmed), Steve Robinson (confirmed), and a foundation appointee.
 - Tentative timelines: Sunroom project by Spring 2027; full project by Spring 2028.
 - Cherokee Construction to meet with Keisha Parks to compare with Franklin Architects and Lisa Stanberry's inputs for potential savings.
 - Expectation to present concrete recommendations and timelines by the next meeting.
 - Documentation provided; reimbursements functioning. For future payments, may route through the county to avoid cash flow issues.
- Region Update



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- Annual standards survey due at fiscal year end; results will be aggregated statewide and shared.
- LSTA tech grants: 2026 paperwork closes end of month; 2027 cycle open with July 10 deadline.
- Trustee certification program updated and condensed; target 100% by June 30.
- Grants list shared via ARSL and listserv by Jennifer Cowan Henderson.
- Over half of libraries show the majority digital circulation. Digital materials cost more; publishers use one-copy/one-user, metered access, or simultaneous-use models.
- Local practice: Bradley County reallocating print funds to digital due to high Libby demand; multiple copies purchased for heavy holds. Purchasing cadence: spread through the year, not just regional funds. Typical loan periods 7–21 days; early returns allowed. Local copies supplement statewide holdings.
- Foundation Update
 - Foundation fundraising for projects across the street; collaboration on a Fall donor publication and Bi-Annual donor publications going forward.
- Directors Report
 - Memorial gardens honoring Ann McReynolds: children's area renamed "The Ann McReynolds Exploration Garden"; pollinator garden planned for the history branch; partnership with Master Gardeners continues.
 - New hires: one for Circulation; one for the History Branch with Genealogy expertise.
 - Director goals to initiate strategic planning not based on prior administration, Improve marketing oversight through Foundation collaboration on donor publications, and co-develop a forward-looking technology policy.
 - Tech policy development planned with IT: Rob Knepper; no comprehensive policy currently; aim to modernize governance.
- Grant Update
 - TOP grant season completed; reimbursement paperwork submitted; awaiting check.
 - Work underway on 2026–2027 tech grant; platform allows saving progress.
 - Strategy: upgrade hard drives vs. replacing full computers; update aging children's AWE early literacy stations (7+ years old).
- Miscellaneous
 - Volunteers recognized with commemorative bricks in the front garden; awaiting minimum order threshold (need two more). Library Admin to email brick application and cost information; PayPal and checks accepted.
- Community Engagements and Library Outreach
 - Director: Keisha Parks to speak on Library relevance in the digital age at Main Street Cleveland on June 22nd.
 - Summer Reading Program kickoff on June 12, 2–4 p.m.; volunteers requested. Volunteer logistics: Vanessa Hammond volunteered for June 12; Keisha Parks to email materials and confirm placements with Jennifer; printed copies not on-site.