

**RUTHERFORD COUNTY LIBRARY SYSTEM  
BOARD OF DIRECTORS  
MINUTES OF MEETING  
Monday, May 16, 2022**

**MEMBERS PRESENT:**

Tim Bowling	Lauren Brandon
Rollie Holden, Jr.	Phil King
Dr. Frank Lambert	Susan McGannon
Chris West	

**MEMBERS ABSENT:**

Janita Baucum	Madelyn Scales Harris
Lynette Ingram	Sylvanye “Sam” Roh
Steve Sullivan	Lisa Trail

**OTHERS PRESENT:**

Rita Shacklett, Director, RCLS  
Ginger Graves, Branch Manager, Smyrna Public Library  
Mindy Barrett, Branch Supervisor, MGL Library  
Kate Huddleston, Director, Stones River Regional Library  
Bearl Beasley, President, Friends of Linebaugh Library  
Elsa Britt, Recorder  
Garrett Crowell – Linebaugh staff

**OTHERS ABSENT:**

Carol Ghattas, Branch Manager, Linebaugh  
Kathleen Tyree, Branch Manager, TEC Library  
Donna Jordon, Branch Supervisor, Eagleville  
Theresa Pickett, President, Friends of Smyrna Library  
Beth Wheeler, President, Friends of Eagleville Library

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**CALL TO ORDER:**

The regular meeting of the Board of Directors of the Rutherford County Library System was called to order by Mr. Holden, Chair, on Monday, May 16, 2022, at 5:00 p.m. at Linebaugh Public Library.

**WELCOME NEW MEMBERS/SPECIAL GUESTS (IF ANY):** None.

**REVIEW AND APPROVAL OF MINUTES OF PRIOR MEETING:**

The Minutes of Meeting held on April 18, 2022, were presented for approval. There being no corrections, additions, and/or changes Mr. West made a motion to approve the minutes as presented. Mr. King seconded. Motion carried.

**CONSENT AGENDA:** None

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**REPORTS FROM COMMITTEES OF THE BOARD**

**Budget and Finance:** Mr. Bowling presented and made a motion the financial reports ending March 31, 2022, be approved. Ms. McGannon seconded. Motion carried.

Mr. Bowling gave an update on the proposed budget for FY2022-23; they are all on track and may be approved as requested with the exception of Rutherford County which may be short of \$814.00.

**Personnel Committee:** Mr. West had nothing to report at this time.

**By-Laws & Policies:** Ms. McGannon presented the following policies and made a motion they be adopted:

- PM 102 – Chapter Organization
- PM 312 – Use of Facility, Historical Research Center
- PM 500 – Board of Directors (correction: add a comma (,) on first page, last paragraph, second sentence between the words “employment” and “other”).
- PM 613 – Use of Library Credit Card
- Form 403 – adding check boxes for HRC and TEC

Mr. West seconded. Motion carried.

**Nominating:** Ms. Trail was absent. Ms. Shacklett reported that Ms. Kory Well’s application was submitted to the Rutherford County, and that Ms. Trail contacted another candidate, Mr. Larry Flowers, who agreed to serve. Ms. Shacklett will submit his application to the County as soon as possible.

**Development & Acquisitions:** Mr. King had nothing to report at this time.

**Strategic Planning:** Dr. Lambert had nothing to report at this time

**Facility Maintenance:** Ms. Baucum was absent. Mr. Bowling requested and made a motion to approve Smyrna Library’s request to replace a door in the amount of \$4,600.00 to be installed by Rice Construction (lowest bidder). Dr. Lambert seconded. Motion carried.

**Ad Hoc Committee:** Mr. Bowling had nothing to report at this time.

**REPORTS FROM LIBRARIES & SUPPORT ORGANIZATIONS:**

**Linebaugh Library:** Ms. Ghattas was absent. Reports were submitted in the packet.

**MGL Library:** Reports were submitted in the packet. Ms. Barrett highlighted some items in her report.

**Technology Engagement Center (TEC):** Ms. Tyree was absent. Reports were submitted in the packet.

**Bookmobile (BKM):** Reports were submitted in the packet.

**Historical Research Center (HRC):** Reports were submitted in the packet.

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**Friends of Linebaugh Library (FOLL):** Mr. Beasley reported the following:

- New FOLL Board member, Maxine Gaither replacing Lois Walker.
- Approved the purchase of 2 security cameras and licenses, one each for Linebaugh and for MGL.
- Approved funds for the purchase of a scanner, armchair, and side table for the Admin staff break room.
- Will host Dr. June McCash for a book talk and discussion on Sunday, May 22 at 3 pm.
- Book sale on May 21, 2022, from 9 am – 12 pm.

**Smyrna Library:** Reports were submitted in the packet. Ms. Graves highlighted some items in her report.

**Friends of Smyrna Library (FOSL):** Ms. Pickett was absent. Ms. Graves reported the following:

- Received \$316.00 from the Big Payback
- Approved to reimburse Smyrna Library with an amount up to \$50.00 a month to boost FB advertising.

**Eagleville Library:** Ms. Jordon was absent. Reports were submitted in the packet.

**Friends of Eagleville Library (FOEL):** Ms. Wheeler was absent.

\*\* Before turning over the table to Ms. Shacklett for the RCLS report, Mr. Holden removed the Fine Free Proposal from the Agenda, as he would like to have a good number of Board members to be present for their input due to the importance of the topic. As there were no objections, Mr. Holden postpone the discussion and vote of this item to next month's meeting.

**Rutherford County Library System (RCLS):** Reports were submitted in the packet. Ms. Shacklett highlighted some items in her report.

**Outreach Update** – Reports were submitted in the packet.

**Library Foundation:** Ms. Shacklett reported the following:

- Thanked the Library Board for their support, both monetarily and their presence, at the recently fundraiser, *A Magical Night on Main*.
- About 75 people attended the event. The final amount raised is not available yet, but it should be comparable to last year.

**Stones River Regional Library:** Ms. Huddleston distributed her reports to the Board.

**OTHER BUSINESS:**

None.

The meeting adjourned at 5:45 pm.