

Katie Lamb Public Library

Board Meeting

Tuesday April 8, 2025

Members present: Chris, Dortch, Stan Cottrell, Christina Henderson, Karon Powell, Jennifer Mullins, and Kevin Kibble (Chairperson)

Also present: Laura Howse (City Commissioner) Regina Mullins (Library Director) Sarah Richardson (Assistant Library Director)

Approval of Minutes:

Friends of Katie Lamb Public Library Report (FOKLPL):

- Elected new officers for 2025
 - Only change Karen Bradford is the new Vice President
 - Current membership- 65 members
 - Discussed changing from January-December to a rolling membership. This was passed as a group.
 - Monthly renewal letters will be sent as anniversaries of membership come up.
 - \$40 Walmart gift card given to each staff person for staff appreciation. (\$360 total) Reviewed increasing for this year.
 - New event
 - Children's Author Fair in the Fall. Created \$500 in their budget for this event. This month's meeting will discuss the event.
 - 2025 Local Author Series
 - 4 author series events starting in June.
 - Four authors have been selected for June, July, August, and September
 - Fundraising Opportunities
 - Reviewing opportunities to shift the fundraising as the May Book Sale is interrupted due to the library renovations. Suggested to hold a silent auction during the Fourth of July events.

Quarterly Library Report:

Statistics at a Glance for January-March 2025:

- 31,029 Physical Circulation
- 12,388 Electronic Circulation
- 118 Library Programs
- 2,016 Program Attendance
- 17,172 Library Visits
- 1,262 Computer Sessions

Event Snapshots

- Crafty Cooking: Candy Sushi
- Adult Craft: Valentine Wreath

Highlights:

- **Upcoming Timeline for the Library**
 - The libraries last day of operation will be Monday April 21.
 - Newsletter will go out with the timeline.
 - Our pop-up library is set to launch on Thursday May 1.
 - The library will officially reopen on Monday July 21.
- **Additional Updates:**
 - Sarah has created a dedicated renovation page on our website to provide information on available services, updates, and news.
 - The Pop-Up Library will be situated in the East Room at City Hall, featuring a curated selection of books, including children's literature, new releases, limited checkout options, and computer access.
 - Please be aware that the Library will be closed on April 9 and 10 for staff enrichment, coinciding with the TN Library Association Convention taking place in Chattanooga this year.
 - We are excited to announce that wireless printing is now available through our new Comprise software.
 - Preparations for the Summer Reading Program (SRP) are underway, with this year's theme being "Color Our World". Registration will commence on June 2 and conclude at our Summer Reading Party on August 1.
- **COMING SOON**
 - Outdoor fun starting in May. Holding a Storytime in the Park and introducing a brand-new preschool yoga session.
- **Renovation Discussion**
 - What is the most significant changes to expect:
 - Children's section moving to the left side where current stacks are located.
 - Space where children's section occupies today will be utilized to create study spaces and dedicated computer spacing.
 - Circulation desk will move and be made smaller to allow seating where current circulation desk is currently.
 - Southern University has offered guidance on services and spaces that patrons of the library may use during the construction timeline.

Collegedale Commission Report

- Library renovations approved.
 - 5 bids put in by contractors on the renovations.
 - 1 of the 5 was incomplete. The other 4 contractors were reviewed to determine who would fit the work for the best budget and timeline.
 - Architect assisted with reviewing the bids to provide guidance based on the established renovations.
 - Storage discussions to ensure library collection is well covered while in storage for the duration of the renovations.
- Imagination Station playground officially re-opened.
- Storm Safety Day at the Commons was very successful. Requested to be an annual event.
 - Recommended that the Friends look to fundraise or raise awareness at the next event.

- New parking lot is in process of being striped. Will be open soon.
- The Collegedale School Resource Officer interested in reading to the children at the library.
- TDOT Aeronautic education grants likely to approve grants that are requested for STEM kits for aviation. Director expressed interest in working with the library to promote STEM and aviation.
 - Application deadline is May 15th.

New Business

Adjourned: 7:42pm

Next meeting Tuesday July 8, 2025 at 7:00pm