

**MINUTES OF THE REGULAR MEETING OF
COLLIERVILLE PUBLIC LIBRARY BOARD
Tuesday, January 24, 2023**

The Collierville Public Library Board held a regular public meeting in the Board Chambers at Town Hall at 6:00 pm on Tuesday, January 24, 2023

Agenda Item 1: CALL TO ORDER

Chairman, Cheryl Long called the meeting to order at 6:00 pm.

Agenda Item 2: ROLL CALL

The following members of the Library Board were present: Ms. Cheryl Long, Ms. Shobha Iyer, Peggy Turnipseed and Samuel Beyhan. Absent: Ms. Rae Bittle and Alderman Billy Patton

Staff present included Library Director, Lisa Plath.

Agenda Item 3: APPROVAL OF MINUTES FOR TUESDAY, October 25, 2022

There were no additions or corrections to the minutes. made a motion to approve the minutes. seconded the motion.

Roll Call: – Ms. Long - yes, Ms. Iyer, Ms. Turnipsee – yes, Mr. Beyhan. Motion approved.

Agenda Item 4: WELCOME NEW BOARD MEMBERS

Ms. Plath announced that Cheryl Long was reappointed for a 2nd term to the Library Board.

She introduced the new library board members appointed for the new term of 2023 - 2026.

Peggy Turnipseed has lived in Collierville for over 50 years. During that time, she has worked with many community organizations to support and enhance life in Collierville. She is the former President of the Collierville Contemporary Club, Former President of Collierville Friends of the Library, Board member of Morton Museum of Collierville History, President and charter member of Shelby East Garden Club, Active member of Collierville First Baptist Church, Facilitator of Precept Bible study, and chairman of Collierville Town Beautiful Commission for four years. She has had a lifelong love for words and reading and the library has provided a place to enjoy that passion. Serving on the Library Board for Peggy is a natural fit.

Dr. Samuel Beyhan has been involved in education for over 20 years. He holds a Bachelor of Science degree in Mathematics, a Master of Science in Applied Mathematics, and a Master of Education in Educational Administration from Tarleton State University. He completed his doctoral degree in Educational Leadership at the American College of Education and told his parents that he would never go to school again after his undergrad degree.

Dr. Samuel taught math at several grade levels in different school districts, in a variety of states and cities, including internationally. Before joining the Memphis School of Excellence in 2018 and subsequently becoming the Assistant Executive Director, he was special education coordinator, ESL coordinator, engagement coordinator, high school counselor, assistant principal, and principal. Besides serving as the current Executive Director of the school network, he volunteers at local and national organizations. Dr. Samuel is married and has three children.

Agenda Item 5: MODIFICATION TO THE POLICY MANUAL OF THE COLLIERVILLE BURCH LIBRARY – Interlibrary Loan request form and the Halle Meeting Room Application

Ms. Plath explained that recently there have been a couple of instances where we have had Germantown reciprocal cardholders have requested that we do interlibrary loans. Since Germantown patrons can get them at Germantown and it is an extra amount of work for staff.

Library staff requested an addition to the wording on the Interlibrary Loan Request form “to request an interlibrary loan, I need to have a regular Collierville Library card with full privileges. Germantown reciprocal and temporary cardholders are not eligible.”

Ms. Plath put the use of the Halle Room into context. Some groups are grandfathered. Other groups can only book out 12 weeks. Recently, the Corvette Club did not get their spot reserved in enough time and had a difficult time understanding why they couldn’t have the room since they were regular users on the second Tuesday of the month and had an application on file.

Library staff also requested an addition to the wording of the Halle Meeting Room application to include under the section entitled “Meeting Dates: 84 days in advance. You may list tentative dates per month, but this does not guarantee your reservation. It is the responsibility of each group to reserve specific dates & times through our online reservation system or call the library to reserve.”

Ms. Long made a motion for the recommended changes to the ILL form and Halle Meeting Room application. Mr. Beyhan seconded the motion.

Roll Call: – Ms. Long - yes, Ms. Iyer – yes, Ms. Turnipseed – yes, Mr. Beyhan. Motion approved.

Agenda Item 6: OTHER BUSINESS/DISCUSSION

i. Book Challenges

Ms. Plath wanted to inform the board about the book challenges the library has had in the past year. We know that libraries around the state and country have experienced tremendous challenges. Most of them have been focused on school curriculum and school libraries. There have also been some concerns regarding some children’s books and Young Adult content. Books with LGBTQ and sexually explicit content is a very controversial topic. This content has been around a long time. Many books with this content in our YA section have been there as long as 15 years. However, LGBTQ characters and content is becoming more prevalent in children’s books in recent years.

Ms. Plath told the Board what the Library staff has done to manage some of the concerns that have been raised. The reason the library board has not been informed is the way the library policy is written for situations like this. Staff handles all book challenges/concerns first. Some of the concerns have come through the mayor or aldermen. One person sent a concern to all the aldermen and the mayor. Vice Mayor Fraser sent it to Ms. Plath. Ms. Plath called the concerned patron.

Four different concerns came to us at different times for different books. One woman approached Julia in the Library. Another one came to me directly from a woman who heard something on a radio broadcast. One came by email around the time of the election.

As a staff, we felt we needed to address it because we have a responsibility to Collierville leadership as well as the parents. We are avoiding purchasing sensitive content in the under 12 age group. Anything with mature content in the YA area will be marked in the catalog as “high school” and have purple stickers. Other YA content will be marked in the catalog as “middle school” and have blue stickers.

The Library has a solid collection development policy in place. As a public library we don’t stand in the stead of the parents. Ultimately, it is up to them to be aware of the type of content their kids are reading. But it is also our responsibility to assist parents. Taking mature content and marking it with a purple sticker will help in that way. Sometimes the staff will get questions from kids and parents about books and they have the opportunity to inform parents what is in a book if they are concerned. The sticker is just a way to alert them to it.

Ms. Iyer agreed that we can’t ban the content, but allow people to make the choice for themselves. She continued to express that there is a lot of content on TikTok and YouTube that kids have access to and parents may not be aware of what they are viewing.

Ms. Plath empathizes with parents and the difficult job they have today to sort through the media their children have access to.

Mr. Beyhan asked if there were any concerns about books with critical race theory. Ms. Plath stated there have not been any concerns about books with critical race theory.

Ms. Turnipseed asked if children could check out books on their own. Ms. Plath stated they could if the parents allowed them to have a library card.

There is a form for patrons to fill out for book challenges and physically brought to the library. The library has never received one in the 14 years she has been at the library. One of the reasons Ms. Plath wanted to inform the Library Board of these occurrences is because going forward, Ms. Plath will only take concerns through the form, not through email. If a patron was not satisfied with the response, the patron could appeal to the Library Board.

Mr. Beyhan's school had to list the books they have available on their website. Rebekah has had a big job identifying the content in our collection.

ii. Board Member Resignation

Ms. Plath made the Board aware of a member who resigned. Mr. Persons resigned his position because of a concern over a library policy requiring a library card to check out materials. He chose to resign his position on the board. That is not how Ms. Plath intended for the situation to end and she asked him to reconsider. He reported his decision was final and, thus, the BMA will be appointing someone else to fill his position.

iii. Reasoning for requiring library card for checkout.

Ms. Plath included this document in case the Board would have questions and for better understanding. We require a card because:

1. Primarily for the patron's protection

Protects patron accounts from having items checked out to them improperly - for example, people with same names, similar names, names spelled incorrectly by staff, etc. If we looked up names/addresses rather than scanning cards, there is a chance an error can be made by staff pulling up the wrong account and checking out items to the wrong person. This could cause hundreds of dollars' worth of library items being checked out to the wrong account. It protects patrons from staff error. You could compare it to credit card users - buyers either need to know the credit card number or have the card to make a purchase. While we are technically not selling a product, we are loaning possibly hundreds of dollars' worth of product to patrons - and don't want that to go on someone's account by accident.

2. Time consuming.

It takes extra time to look up patron names, particularly if a last name is "Smith" or "Jones".

Just a small sample of people in our library system where there is more than one person with the same name: Shirley Davis, Deb Bell, Kathy Brown

We can get long lines, and this would slow down checkouts.

3. Inconsistency is NOT a good thing. We can't do "special exceptions" for some and not all, or on some days and not every day.

4. We are only asking patrons to carry a card. We have other options, such as keying in your number at the self-check if you know your number, or entering your library card on the Library's app or another phone app.

5. TN Driver's licenses are good for 8 years. Many people do not keep them up to date. A former employee who was from OHIO, in 7 years of living here never changed her license to TN.

Requirements for proof of residency ultimately protects the taxpayer. Collierville residents pay high taxes for their town and the library.

Agenda Item 7: LIBRARY AND STAFF UPDATES

Ms. Plath was given the floor to give the Library Update.

Library statistics included 50 STEM kits which have had almost 1000 checkouts in 5 years. We did not check them out for about 1.5 years during COVID.

One of our ebook services, Hoopla is becoming very popular and we had to decrease the number of checkouts allowed from 4 to 3. In 6 months, we have had over 4,000 checkouts. The cost average is \$2.09 per checkout. Ms. Plath will be requesting that the BMA allow the library to spend up to \$20,000 for that.

Children's programming attendance is back up to pre-COVID numbers.

Physical DVD and audiobook checkout trend is going down.

The storytelling room will be getting new carpeting and hard surface flooring. Friends have given a donation of \$4,000 to assist.

We are official partners with the TN Genealogical Society for virtual programming. We also have scheduled some in person genealogy programs with the Daughters of the American Revolution.

Chief Dale Lane will be coming to do *Coffee with A Cop* in March.

Lisa Wingate will be coming May 4 -5. The staff went to several hotels and the Harrell Theater to plan for the event. The BMA, the Library Board, Friends officers will be invited to a lunch taking place at 11:00 am prior to her keynote address at the Harrel Theatre at 2:00 pm.

Active Shooter Training will take place for staff on Monday, February 6. Ms. Long suggested we put an announcement out on social media that there is training going on and is the reason why the police are at the library.

Ms. Plath will be requesting several things for the FY24 BUDGET:

- Automated Materials Handler; inside wall down, work on outside wall – 100k+
- VEGA Discover overlay for catalog for user-friendly smarter searching. Since adding ebooks searching has been difficult.
 - 25k first year (10k-implementation; 15k-to contract)
- Furnishings – Halle Room tables and chairs; Storytelling Room tables and chairs – possible Friends
- Meeting room – exploring possibility of converting Audio pod to become a meeting room.

Ms. Long asked if the room could be rented. Ms. Plath would like to make it easier for patrons to get the room.

- Printing budget increase for rack cards and library brochures + 3k
- Linked In Learning (internal, materials budget) – online learning of various courses e.g. in office applications and management.

Storywalk for winter is *Frederick*.

Ms. Plath highlighted Teen programs for Anti-Valentine’s Day and Rock Painting; Children’s programs Virtual author visit and Random Acts of Kindness poster contest; Adult programs on 1-on-1 tech and the Master Gardeners series.

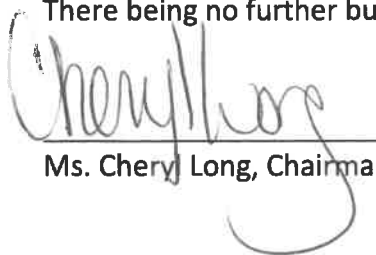
Ms. Plath introduced a newer member of our adult staff, Savannah Schnoebelen. She is a very energetic and valued employee.

Ms. Plath showed the video tutorial for US Major Dailies and the Library Promo video.

Ms. Plath shared the status of the Friends campaign committee. One of the members connected Susan Ewing to the library to help determine a direction on the possible expansion. Ms. Plath will be working with her for 25 hours.

Adjournment

There being no further business, the meeting was adjourned at 7:08 pm.


Ms. Cheryl Long, Chairman


Lisa Plath, Library Director