

Lawrence County Public Library

Job Description Committee Meeting

October 17, 2024 @ 3PM

Committee Present:

Deanna Farris, Interim Director/Children's Programming Coordinator
Caleb Farley, Genealogy/Adult Services Coordinator
Lindsay Mills Smith, Board of Trustees Vice President
Lynn Perry, Board of Trustees Treasurer

Others Present:

Susan Salyer, The Levisa Lazer

Minutes:

Meeting began at 3PM at the Lawrence County Public Library on October 17, 2024.

The job description for the library director was discussed, and a draft was chosen by the committee for review by the Lawrence County Public Library Board of Trustees.

The meeting was adjourned at 3:40PM.



President



Date



Secretary



Date



October 15, 2024

Regular Board Meeting

Date /Time: October 15, 2024 / 12:00 p.m.

Board of Trustees Present: Lindsay Smith, Lynn Perry, Kim Burchett and Susie Chambers

Others Present: Deanna Farris, Caleb Farley, Roberta Cantrell (Big Sandy News) and Jeff Gurnee (KDLA Reprehensive)

AGENDA ITEMS		MINUTES
1. September 2024 Minutes	In the absence of President Lenny Collins, VP Lindsay Smith presided over the meeting. Lindsay called the meeting to order at 12:05 pm. The first items on the agenda were the approval of the prior meetings minutes and the financial records. With a motion by Lynn and a second by Kim the minutes were approved. All in favor. The financial report was accepted with a motion by Kim and a second by Susie. All in favor.	The Lawrence County Public Library trustees met on Tuesday, October 15th, 2024 for their regular monthly meeting at noon at the library. On the agenda was September minutes (September regular meeting and two special called meetings), September financials, board update and discussion on contents for a director's application.
2. September Financials		
3. Discussion of Directors Job	After discussing what the content should be for a director's application, we decided to form a committee to work on this further. Lindsay, Lynn, Deanna and Caleb will meet on Thursday, October 17th at 3 pm to work on this.	

James Edgar

11-12-24

- The meeting was adjourned at 12:46 pm with a motion by Susie and a second by Kim. All in favor. Our next regularly scheduled meeting will be on November 11th at noon at the library.

4. Board Update	- September 2024 Door Count: 6,516 - September 2024 Programs - September 2024 In-House: 33 Programs Attendance: 1,357 - September 2024 Outreach: 30 Programs Attendance: 1,161 - Includes Grandparents programs at LEE5 & Blaine) - September 2024 Total Programs: 63 Attendance: 2,518 - Self Directed Activities: 16 - Participants: 966 - September 2024 New Book Giveaways: 642 - Weeded and/or Donated Books Given Away: 15 - Misc. Stats: - Passports Processed: 1 - Notaries: 43 - Podcast plays: 33 - Big Sandy News Digital Collection Views: 125 - Unique Users: 72
5. Public Comment	None

Secretary

Wm. C. Parker

Date

11-12-24