

GERMANTOWN LIBRARY BOARD
Tuesday, November 17, 2009, 5:00 P.M.
Germantown Community Library

The Germantown Community Library Board met on Tuesday, November 17, 2009, at the Germantown Community Library.

Present: Eric Henegar, Vince Hughes, Hillery Efkehan, Margaret Owens, Alderman John Drinnon and Don Riley, president of Friends of the Library.

Absent: Tom Cates and Heslen Jabr.

Staff Present: Assistant City Administrator George Brogdon and Library Director Melody Pittman.

George Brogdon began the meeting by informing the Germantown Community Library Board that Chairman Tom Cates would not be present for the meeting because he was working out of town. Mr. Brogdon stated that in looking at the minutes, the Library Board had not elected officers in July, so he would like to begin the meeting by electing officers and whoever is elected Vice-Chairman will then convene the meeting. A quorum was established.

ELECTION OF OFFICERS

George Brogdon entertained motions for chairman.

A motion was made by John Drinnon, seconded by Eric Henegar, to elect Tom Cates as chairman. There being no other nominations, Tom Cates was elected chairman by acclamation.

George Brogdon then entertained motions for vice-chairman.

A motion was made by Margaret Owens, seconded by Hillery Efkehan, to elect Vince Hughes as vice-chairman. There being no other nominations, Mr. Hughes was elected vice-chairman by acclamation.

George Brogdon then entertained nominations for secretary.

A motion was made by Eric Henegar, seconded by John Drinnon, to elect Hillery Efkehan as secretary. There being no other nominations, Ms. Efkehan was elected secretary by acclamation.

Mr. Brogdon then acquiesced to Vice Chairman Vince Hughes to chair the meeting from this point forward.

MINUTES

Vice Chairman Hughes asked for consideration of the September 15, 2009 minutes.

A motion was made by John Drinnon, seconded by Eric Henegar, to approve the September 15, 2009 minutes as amended at the last meeting. Motion passed.

Mr. Hughes then asked for consideration of the October 20, 2009 minutes.

A motion was made by John Drinnon, seconded by Margaret Owens, to approve the October 20, 2009 minutes as submitted. Motion passed.

COMMENTS BY CHAIRMAN

Melody Pittman commented that there was going to be a breakfast featuring the Harry Potter Exhibit on Tuesday morning, December 15th, from 7:30 to 8:30 A.M. Ms. Pittman said she and Mr. Brogdon had spoken with Mr. Cates about moving the meeting that was scheduled that evening for the Library Board to that morning during the breakfast and have all members of the Germantown Community Library Board attend the breakfast. Mr. Cates thought that would be fine, but he did think that it would be good to have a perfunctory meeting during the breakfast.

A motion was made by John Drinnon, seconded by Margaret Owens, to have the Germantown Community Library Board December 15th meeting at 8:00 A.M. during the Harry Potter breakfast. Motion approved.

Library Board Expansion

George Brogdon stated he had had the opportunity to have lunch with Ron Dubberly, Director of Library Operations for LSSI, and among other things they spoke about the proposed expansion of the Germantown Community Library. Mr. Brogdon had spoken to Administration prior to meeting with Mr. Dubberly and after meeting with Mr. Dubberly, came up with a three-part action plan to expand the library. The library expansion has been discussed in the past, but because of the economic climate things have been slowed at this point.

The first step is the programming and facility plan development. The Germantown Community Library Board would work with Ron Dubberly of LSSI to perform a programming and facility plan. This plan would include a great amount of input from the citizenry and the program would be designed to meet the present as well as future needs of the library. After completion of the program portion of the plan, the facility needs plan would be designed to reflect the needs of the programming to be taking place in the Germantown Community Library. This plan would take approximately nine months and would begin approximately in July 2010 or during the FY11 Budget.

Step 2: After the completion of the program and facility plan, staff would work with the Germantown Community Library Board to select an architect and possibly an interior design firm that has experience in library expansion, specifically experience in creating dynamic children's areas. It is anticipated a large portion of the program as it is now in the Germantown Community Library will be focused around children, as well as accommodating other needs such as tutors, small rooms, large programming areas, etc. The process to select an architect with experience would proceed in late FY11 with a contract to be executed in the beginning of FY12 or July 2011. It is anticipated the development of the plan will take approximately a year.

Step 3: Construction of the Germantown Community Library expansion. After completion of the architectural plans, the item would then be bid and construction begun in FY13 or July 2012. It would be anticipated that the construction would take between 12 and 18 months. There was some discussion about the timeline.

Ms. Efke man applauded staff for their foresight in developing the programming first as well as trying to find architects with library expansion experience.

A motion was made by Hillery Efke man, seconded by Margaret Owens, to approve the timeline as discussed by Mr. Brogdon. Motion approved.

REPORTS

Melody Pittman said that the Harry Potter exhibit would begin on December 2nd. She reminded everyone again of the breakfast on December 15th. She said the Tennessee Genealogical Society would have a volunteer recognition luncheon on December 17th at 11:30 A.M. and everyone needs to RSVP to Jennifer Baker at jbaker@germantown-tn.gov.

NEW BUSINESS

Ms. Pittman handed out a Library Noise and Phone Policy. She stated that there have been problems with cell phones, that there is use of cell phones and the present policy isn't as descriptive as it needs to be. She stated that cell phones include texting and that some people make a lot more noise than what the cell phone makes and many times we have programming that makes more noise, so cell phones could be used if they were used correctly. She distributed the Library Noise and Phone Policy. There were three areas: Library Noise, Cell Phone Use and Public Telephone Use. She felt like this should replace the present Cell Phone Policy.

After discussion, a motion was made by Eric Henegar, seconded by Margaret Owens, to approve the Germantown Community Library Noise and Phone Policy. Motion approved.

CONSIDERATION OF OFFERING FREE LIBRARY CARDS TO STUDENTS OF UNION UNIVERSITY GERMANTOWN CAMPUS

Ms. Pittman stated that the Union staff was very excited about receiving library cards. She said some staff had already visited the library and that everyone thought it would be a good idea to offer cards to the students.

A motion was made by Eric Henegar, seconded by Hillery Efke, to offer free library cards to students of Union University Germantown Campus. Motion approved.

Mr. Drinnon stated he had spoken with the vice president of Union University, Dr. Jimmy Davis, and they are very pleased that the City has extended the opportunity for their staff and students to receive Germantown Community Library cards.

OLD BUSINESS

Mr. Drinnon stated that he heard recently, and everyone would hear, about a One Memphis. He said this was the annexation move to include Germantown and other municipalities in incorporating Shelby County. He said he was opposed to this and that more information would be coming in the future.

Friends of the Germantown Community Library

Don Riley stated he wanted to thank the Board for working with the Friends. He said their recent book sale netted \$1,600.00. Mr. Riley stated that in an upcoming Friends meeting they would look at transitional changes to the library and that he and Ms. Claudia Handel had met with Melody Pittman and George Brogdon last Friday, the 13th, to work out details of this transition that would take place in January.

Alderman Drinnon made a motion, seconded by Margaret Owens, to extend the Germantown Community Library Board's sincere appreciation for all the work that the Friends of the Germantown Community Library had done and the money that they have donated. Motion approved.

ADJOURNMENT

A motion was made by Eric Henegar, seconded by Hillery Efke, to adjourn the meeting. Motion approved.

The meeting adjourned at 6:01 P.M., with a reminder that the next meeting will be December 15th at 8:00 A.M. Harry Potter breakfast at the Germantown Community Library.