

**MAURY COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES: MINUTES**

May 28, 2019  
Mt. Pleasant Branch

**Present:** Kate Collier, Joel Friddell, Cara Lynn, Sondra Martin, Peggy Richardson, Jan McKeel, Matthew White

Also present: Marion Bryant, BRRL, Linda Spresser, Students Club, Adam Southern, MCPL Director and April White, Mt. Pleasant Branch Manager

**Call to Order:** Chair Peggy Richardson called the meeting to order.

**Mission Statement:** Peggy presented the MCPL mission statement for review by the new and current members of the Board. The Board agreed that this statement will need to be updated to reflect the modern library and needs of the community.

**Special Business:** The new owners of the Baptist church property have requested to purchase the structural engineer's report for the property for the cost, \$400. A motion was made and seconded followed by a unanimous vote in the affirmative. Joel Friddell will deliver the report and collect a check.

**Resignation of Director:** Adam Southern submitted a letter of resignation (see attached) to Peggy Richardson. Adam has taken another position with Elm Springs and informed the board that he had given his notice to the County. Adam's last day will be June 7th. Sondra Martin made the motion to accept the resignation and was seconded by Matthew White, followed by a unanimous vote by the board to accept Adam's resignation. Adam informed the board that he had discussed submitting Caitlin Scroggins' name for interim director to the County Commission at the next meeting. Marion suggested that the Board could temporarily vote Caitlin into the role of interim director, but that a special called meeting might be in order to discuss details of the role, salary adjustments and transition. Peggy asked for a motion to submit the name of Caitlin Scroggins as interim director for the MCPL. Matthew White expressed a concern over changing salary for an employee and said that this was something that is under scrutiny by the Commission. He asked for clarification in the motion that this would only be for interim director and not a change in salary. Based on this clarification Jan McKeel made the motion that Caitlin Scroggins be the candidate for interim director of the Library. Jan specified that she be named interim director and that role would end upon the hiring of a new director. Cara Lynn seconded and the Board voted in the affirmative. Peggy asked if Adam had any PTO time and if he would be taking any of that time off in the next week before his departure. Adam answered that he did not know and he would have to see whether or not he would be taking time off, but he would be available. Adam stated that he had another meeting scheduled at 6:30 p.m. with his new employer and would have to leave the board meeting early. Peggy asked if he had time to answer some questions about transition and other pending issues with the Library, but Adam said he could stay another four minutes for that purpose. Peggy asked Adam if he would be participating in the customer service training at the Library on Friday, May 31, and that if not, perhaps he could meet with Peggy and Jan to go over questions that the Board might have. Adam said he would not need to participate in the training and would be at the Library until noon. Peggy asked Adam to put together a list of important items that might need to be addressed at that meeting. Adam said he would do that and excused himself from the rest of the Board meeting. The members wished him well as he left. **Note:** Adam later sent a message to Peggy that he did not feel comfortable meeting with Peggy and Jan, and told her she should instead speak with the County Human Resources Director.

A committee to find a new Library Director was suggested and Jan McKeel volunteered to lead, Sondra and Joel volunteered to be on the committee.

**Unfinished / Ongoing Business:**

- 1) Names for Regional Board; Sondra reported that she had asked Lawrence Horner if he would be willing to be submitted for the board position and he agreed to be considered.
- 2) Needs Assessment - Capital Requests; Peggy informed the Board that the County Commission voted to approve the Board request to purchase the property to the rear of the Columbia branch. She stated that the vote allowed Mayor Ogles to negotiate the purchase of the property and that upon an agreement, the Commission would have to approve the deal before the purchase could be completed. Peggy said that Commissioners asked her to do additional research into the costs of demolition and paving the property to extend the parking capacity of the building. The cost of demolition was estimated to be \$13,500 and Mr. Boshers has offered the services of his department with the paving.

Peggy then updated the Board on the status of furnishings for the Library and the partitions. Final selections have been made, ordered and shipping dates in May and June have been set for delivery.

**New Business:** 1) Discussion of Capital Requests; Peggy suggested that with Adam's departure, the Board needed to address the Capital Request to the County Commission. Peggy said she would like to consider making offers on the contiguous properties to the end of the block for future expansion of the Library. The Board discussed the idea and what the purpose would be for the properties if they were acquired. Joel countered that the Board should focus on the property that was already approved and move forward with a realistic, longterm plan on expanding the current facility. He suggested that the need for implementing a Library foundation so that fundraising could begin, community support for the Library's needs be cultivated. Matthew agreed and said he believed the Board needed to get the "ball rolling" on the foundation and that he felt confident that there were people and businesses in the community that would want to donate to such an organization. He requested that the Board approve of initial legal proceedings and paperwork to create the entity. Peggy asked if Cara could help with the legal services. There were questions asked about how the foundation would work and the relationship with the Library Board. Marion cautioned that other communities had problems with such entities and that the Brentwood Library had shut their foundation down because it had not worked as intended. She counseled that the Board give a lot of careful thought to the creation of a foundation before going to far into the process. Comments were made by members on the subject and Matthew expressed the need to move forward with exploration of the process, bylaws, etc. Joel agreed and stated that by starting the paperwork and reviewing organizational structure the Board was not explicitly creating a foundation, but could stop the process at any point if it was necessary. He then made the motion that exploratory process and filings be started. Jan asked for clarification on the purpose of the foundation and Joel along with Matthew said it was specifically to raise funds to support the expansion and improvement of the Library as a way to demonstrate to the Commission that future funding requests would be augmented by private support rather than relying solely on tax revenues. After the clarification of the motion and intent, Kate seconded the motion. The Board voted unanimously to approve the motion. Cara said she would have bylaw options and organization information by the next scheduled meeting.

- 2) Employee Engagement Survey; Due to the change in the direction of the meeting following Adam's resignation, Peggy said she would not go in depth on the results of the survey. She did say that there had been a request to have the ability to accept credit/debit cards at the Library. Cara offered to get information on card service vendors. There was a short discussion on

problems in the past with bank accounts and why the Library does not take payment by card. Matthew asked if after finding a vendor if the next step would be to talk to the County Finance Director on setting up the proper bank account. Peggy said she would speak to the Director.

**Mt. Pleasant Library / April White:** Peggy introduced April White, Branch Manager of the Mt. Pleasant Library to the Board. April talked about the recent weeding at the branch and some of the events that had been held there. There was a discussion about a home school group and a paid tutor using the community room. Marion advised April that she needed to be careful that the room was available for anyone and that she should review the Library policy regarding usage. Peggy requested that April remove the metal trash receptacle and get a rolling cart from the City of Mt. Pleasant so that trash could be properly collected.

Kate added that 4.3 tons of books had been disposed of during the shutdown of the Mt. Pleasant Library for weeding. The City of Mt. Pleasant provided dumpsters as a courtesy this one time to allow the much needed removal of over seven thousand books. The Board agreed that this sort of lapse in maintenance should never be allowed to happen again and that regular weeding of books must be addressed.

### **Meeting Adjourned**

Minutes recorded and submitted by MCPL Secretary, Joel Friddell



Adam T. Southern, Director

# THE MAURY COUNTY PUBLIC LIBRARY SYSTEM

Main Branch:  
211 W. 8th Street  
Columbia, TN 38401

Mount Pleasant Branch:  
200 Hay Long Avenue  
Mt. Pleasant, TN 38474



Phone: (931) 375-6500

May 27, 2019

To the Board of Trustees, Maury County Public Library—

Dear Library Chair:

It is with a heavy, but hope-filled heart that I write you today, informing you of my resignation from the position of Library Director effective the Seventh of June, Two Thousand and Nineteen.

I have enjoyed my seventeen-year career with the Maury County Library. I love Maury County and, through the library, I have been able to serve her and her people. To say that it has been a privilege to serve would be a vast understatement.

I wish the library nothing but continued success and remind you the best asset the Maury County Library System has is its people. Even though my heart may be heavy, I am comforted to know that a staff of dedicated employees will continue to work the desks and stacks of a library I've cared for and loved for so long a time.

I am filled with hope as I embark on a new journey. I will reflect fondly on most of my time at the library. I know my time here has prepared me for most any post.

Sincerely,

A handwritten signature in black ink, appearing to read "Adam T. Southern".

Adam T. Southern  
Library Director

Cc: Dana Gibson, Human Resources