

**Shelby County Public Library**  
**Board Meeting Minutes**  
**April 8, 2026**

The Library Board of Trustees Meeting was called to order at 6:34 pm by Debra Tracy at the Shelby County Public Library. The Library Board of Trustees Meeting of the Shelby County Public Library ended at 7:35 pm, adjourned by Debra Tracy.

**Present**

- Debra Tracy, Vice President
- Bambi Garrison, Secretary
- Justin Stenger, Treasurer
- Katie Miller, Assistant Treasurer
- Danielle DeWitt, Member
- Mary Giesting, Member

**Absent**

- Gayle Wiley, President

**Others Present**

- Brandy Graves, Library Director
- Kyle Qurazzo, Library Staff
- Angie Kendall, Library Foundation

**Meeting Agenda**

Motion to approve April 2026 meeting agenda as presented.

Motion: Mary Giesting

2<sup>nd</sup>: Justin Stenger

All approve.

**March 2026 Meeting Minutes**

Motion to approve March 2026 meeting minutes as presented.

Motion: Bambi Garrison

2<sup>nd</sup>: Danielle DeWitt

All approve

**Treasurer's Report**

1) Financial Report

- a. Beginning of 2026: \$614,552.58
- b. Start of March 2026: \$459,797.26
- c. Disbursements March 2026: \$112,774.39
- d. Disbursements Year-to-Date: \$350,410.04
- e. Receipts March 2026: \$41,987.49
- f. Receipts Year-to-Date: \$124,867.82
- g. Balance end of March 2026: \$389,010.36

Motion to file the March 2026 Treasurer's Report.

Motion: Mary Giesting

2<sup>nd</sup>: Danielle DeWitt

All approve

### **Register of Claims**

Motion to approve Register of Claims as presented.

Motion: Bambi Garrison

2<sup>nd</sup>: Danielle DeWitt

All approve.

### **Public Comments**

None.

### **Librarian's Report & Correspondence**

- 1) No correspondence received
- 2) Staff changes noted
- 3) Guest speaker discussing Constitution was well attended
- 4) Positive feedback for Donna Dennison's presentation
- 5) Summer Reading Updates
  - a. Events highlighted
  - b. Kickoffs
    - i. Adult Program – May 29<sup>th</sup>. Full sponsorship courtesy of Risu Corporation
    - ii. Youth Program – June 1<sup>st</sup> in Shelbyville, June 2<sup>nd</sup> in Morristown
  - c. Foam Parties – June 6<sup>th</sup> and June 8<sup>th</sup>
  - d. Morristown story times returning to Kopper Kettle
- 6) Local author visit, Alicia Barr - June 13<sup>th</sup>
- 7) Morristown approved for Community Garden
- 8) Reading Dragons has been very successful, over 16,000 minutes awarded so far

### **Policy Reviews**

- 1) Employee Performance and Disciplinary Policy
  - a. Revision suggested, consistent language and grammatical corrections.

Motion to approve Employee Performance and Disciplinary Policy with suggested revisions.

Motion: Mary Giesting

2<sup>nd</sup>: Danielle DeWitt

All approve.

- 2) Conflict of Interest Policy, Public Comments and Concerns Policy, and By-Laws of the Shelby County Library Board of Trustees

Motion to approve all policies.

Motion: Justin Stenger

2<sup>nd</sup>: Bambi Garrison

All approve.

## **Committee Reports/Recommendations**

- 1) Finance
  - a. Audit was completed. Exit interview scheduled April 21<sup>st</sup>.
- 2) Building Committee
  - a. Room D - framework has been installed
  - b. HVAC is almost complete
  - c. Elevators have been delayed until June
  - d. Tuck-pointing and pressure washing are complete
    - i. Request to follow up on sidewalk and drain replacement
- 3) Personnel Committee: Nothing to report
- 4) Liaison Report
  - a. Library Foundation, Angie Kendall
    - i. New member introduction.
    - ii. Thank you card samples were shown
- 5) Strategic Planning Taskforce
  - a. Timeline has been established
  - b. Survey suggestions were discussed.

## **New Business**

- 1) Department Reports
  - a. March 2026: Amanda White, Adult Services Department Head
    - i. Highlighted events
      1. Plant propagation program
      2. Junk journaling series
  - b. Plan to reorganize Adult Services
    - i. Move Library of Things and DVDs/Blu-Rays
    - ii. Merge Large Print and Fiction
    - iii. Add additional seating areas
  - c. Working on 3D printed merchandise to sell in Friends of the Library bookstore.
  - d. Areas of excellence and areas of improvement
    - i. Excellence – Building Relationships with patrons
    - ii. Improvement – more digital interaction and instruction
  - e. Library advertising
    - i. Will ask in Strategic Plan survey how patrons receive information.
    - ii. Addison Times recommended
    - iii. Did You Know? social media reels
    - iv. Library blog

**Old Business (Revisiting, not listed on Agenda)**

- 1) Elevator Service Contracts
  - a. Question was posed concerning elevator service contracts during construction downtime
    - i. Brandy will inquire during construction meeting
- 2) Update concerning gas utility bill
  - a. Brandy had meeting with CenterPoint
  - b. Researching cost benefit of gas being supplied by Constellation versus CenterPoint
- 3) List of ideas for Carnegie250 donation was presented

**Announcements**

- 1) Next Board Meeting May 13, 2026 at Shelbyville Branch.

**Meeting Adjourned**

Meeting Adjourned: 7:35 pm

**Next Meeting**

**Wednesday, May 13th, 2026 @ 6:30 pm at the Shelbyville Branch of the Shelby County Public Library**

Minutes Approved

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date