

CLARKSVILLE-MONTGOMERY COUNTY PUBLIC LIBRARY
Board of Trustees Meeting October 22, 2025 (rescheduled from 10/15)

Present: Dr. Quentin Humberd (Chair), Dee Wagstaff-Williams (Vice-Chair), Mike Steele (Treasurer), David Donahue (Secretary), Lekeshia Hicks and Tatyana Hoelcel

Also Present: Christina Riedel (Library Director), Jessica Hartley (Senior Administrative Specialist), Cecilie Maynor (Director, Red River Regional Library) and Eliotte Koenig (Honorary Library Director for a Day Contest Winner)

Absent: Commissioner Lisa Prichard, Karyl Kirkland and Vincent Surra

The Board of Trustees meeting was joined by visitors Eliotte, Elsie & Brittney Koenig, but there were no requests for public comment. Dr. Quentin Humberd (Chair) called the meeting to order at 3:00 pm.

Motion to approve September 17, 2025 Minutes as presented

Motion: Dee Wagstaff-Williams

Seconded: David Donahue

Motion carried unanimously

Treasurer's Report (Full report included in packet.) Presented by Mike Steele.

The grand total was under budget at 22.04% vs the goal of 25%. Revenues were very slightly under budget at 24.78% vs the goal of 25% as many library fees were waived during the Grand Opening of the North Branch. Salaries & Benefits were slightly over budget at 25.25% vs 25% as a revised personnel budget is needed from the County. Operating services were under budget at 17.76% vs 25% as many invoices are received after the service month ends. Supplies & Utilities were well under budget at 11.66% vs 25% as we are awaiting invoices from recent orders. Equipment was under budget at 20.38% vs 25% as larger purchases are made from this line item, less frequently.

Motion to approve September 2025 Financials as reported.

Motion: Lekeshia Hicks

Seconded: Tatyana Hoelcel

Motion carried unanimously

Director's Report (presented by Christina Riedel and Eliotte Koenig)

Statistics – Last month 72,713 total items were borrowed by Library patrons in September (34,507 in person at the Main Library, 11,199 in person at North Branch and 27,007 digital checkouts, including Hoopla). 1,372 visitors attended 85 group meetings at the Main Library over the last month; no groups reserved North Branch Meeting Rooms in September. In September, our patron count was 21,929 at the Main Library and an additional 9,008 people visited the North Branch. We had 1,774 new cards made last month (623 at Main and 1,151 at North). 32,158 people visited our website in September. 1,889 patrons used our computer lab and 3,057 accessed the Wi-Fi at the Main Library and an additional 184 used the computer lab and 1,655 Wi-Fi users were tallied at the North Branch.

Staffing – The Full-Time Public Service Associate-Teen Services position has been filled by Amir McCain, a former library volunteer. Alyssa Norman has been hired as a new 24-hour Part-Time Public Service Associate. Two additional 24-hour PSA positions are currently open. Interviews have begun for the Public Services Supervisor position.

Programming – The library offered 124 total programs last month with 7,527 total patrons in attendance at both locations. 2,835 children under 5 and their parents attended story times, craft times and special programs in September. 462 elementary age children (including Tweens) attended events last month. 153 Teens grades 7-12 attended programs over the last month. 121 patrons attended adult programs last month and 3,920 patrons joined us at programs for all ages.

Special Events- Alegria, the library's Hispanic Heritage Celebration, brought 507 patrons of all ages together to learn about multiple different countries through dance, art, crafts and activities. Plans are under way for our annual Science Fiction & Fantasy Expo on Saturday, November 1st from 1-4 pm. We are working hard on plans for our upcoming Holiday Hullabaloo on December 13th with special guest Emily Richardson of Wildflower Music Makers. The Noon Year's Eve program will begin at 11:00 am on Wednesday, December 31st and end with a balloon drop in the Atrium of the Main Library at noon.

Community Outreach & Support – Christina Riedel represented the Library at Artlink's Artsville Fest on October 4th, where she interacted with 76 community members.

Building Maintenance- Repairs are continuing on the main library's HVAC, with a technician providing cleaning and a system diagnostic in September. Christina Riedel is working with Codell on the final punchlist at the North Branch and coordinating deliveries of final supplies and needed repairs.

North Branch Updates – The North Branch Grand Opening was a huge success with 3,155 community members and library supporters turning out for the presentation, ribbon cutting, and activities! The special edition library cards were so popular that they were all distributed on the day of the Grand Opening and the commemorative design has been reordered. 116 parents and children attended the first story time at the North Branch! 146 children and parents attended the Fire Safety story time on October 7th at the North Branch!

Regional Director's Report- presented by Cecilie Maynor (Director, Red River Regional Library) Cecilie emailed out the Regional Director's Report to all Trustees before the meeting. The MOE is due by October 31st. All Trustees except Commissioner Prichard have completed their Trustee Certification Course. Cecilie presented highlights from the 2025 Trustee Workshop in Brentwood, which was attended by several CMCPL Trustees. Cecilie again discussed the Support Rankings Document and presented the Library by the Numbers infographic. Trustees are encouraged to use the statistics to create an annual report for advocacy. The Standards Report will be presented at next month's Board Meeting. There will be an upcoming Red River Regional Training for staff and Trustees on November 25th; the topic is Understanding Change.

Friend's Report-

There was no official Friends of the Library report as Jan Hodgson was unable to attend this meeting. The Book Sale begins October 23rd and will run through Sunday, October 26th.

Committee Reports

A. Reminder- Budget Committee meeting will be scheduled in December or January.

Christina Riedel will send out possible dates for a Budget Committee Meeting in December or early January.

Old Business

A. MOE Submitted to Regional Library

The FY 25/25 MOE has been filled out, signed by both the Board Chair and the County Mayor and will be submitted to the Regional Library before the October 31st deadline.

B. Vote to Cancel December Board of Trustees Meeting

A discussion occurred about whether to hold the December Board of Trustees meeting which would have been scheduled for December 17th at the North Branch Library. A called meeting will occur if there is urgent business that cannot wait for the January meeting.

Motion to cancel the December Board of Trustees Meeting.

Motion: Lekeshia Hicks

Seconded: Mike Steele

Motion carried unanimously.

New Business

A. Food for Fines- November 1, 2025 through December 31, 2025

Christina Riedel requested the Board approve the library holding the Food for Fines program again this year during the months of November and December. The Board decided to have the collected Food go to a charity who would benefit our military families affected by the Government Shutdown. During Food for Fines, patrons can bring in a can or box of non-perishable food and have \$1.00 in library fines waived for each food item up to \$30.00.

Motion to approve Food for Fines November 1, 2025 through December 31, 2025.

Motion: Tatyana Hoelcel

Secodned: Mike Steele

Motion carried unanimously.

The meeting was adjourned at 4:00 pm.

Our next meeting is Wednesday, November 19, 2025 at the Main Library

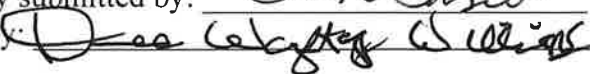
Transcribed by Jessica Hartley.

Respectfully submitted by:

Approved by:



Secretary



Board Chair

* Board Secretary was absent on 11/19; Minutes were signed by Dee Wagstaff-Williams, Vice-Chair, and Quentin Humberd, Chair, but they each signed on the wrong lines.