



JOHNSON CITY PUBLIC LIBRARY

Mission Statement:

Through both traditional materials and emerging technologies, Johnson City Public Library offers a multitude of learning opportunities and entertainment choices in a dynamic center for the community.

Organizational Values:

- Customer Focus
- Freedom of Information
- Learning
- Helping
- Community

2025/2026 Board of Directors:

Daryl Carter, President
Ashley Newton, Vice-President
Scott Jeffress, Treasurer
Georgita Washington, Secretary
Collin Brooks
Greg Cox
Rob Davis
Jodi Jones
Thomas Kendall

Johnson City Public Library Board of Directors November 18, 2025 4:30 p.m.

1. Call to order
2. Public Comment
3. Approval of October minutes –
Action
4. Treasurer's Report
 - a. October JCPL report -- **Action**
 - b. October WCIL report—**Action**
5. Director's Report
6. President's Report
7. Holston River Regional Library Report
8. Old Business
9. New Business
10. Adjournment

- Action items indicated in red

JOHNSON CITY PUBLIC LIBRARY
MINUTES OF THE BOARD OF DIRECTORS MEETING
October 21, 2025

The Board of Directors of the Johnson City Public Library met on October 21, 2025, at 4:30 p.m. in the library's Jones Meeting Center. Members present were President Daryl Carter, Vice President Ashley Newton, Treasurer Scott Jeffress, Collins Brooks, Rob Davis, Jodi Jones, and Thomas Kendall. Also present were Holston River Regional (HORL) Sarah Egan, Blackburn, Childers & Steagall, PLC Partner Kevin Peters, Director Julia Turpin, Assistant Director Wendy Day, Business Manager Celeste Smedley, and Administrative Assistant Maya Testerman.

1. Call to Order. President Carter called the meeting to order at 4:30 p.m.
2. Public Comment. There was no public comment.
3. Approval of September minutes. Upon the motion of Ms. Jones, seconded by Mr. Brooks, the minutes of the September 16, 2025 meeting were approved as submitted.
4. Treasurer's Report.
 - a. September JCPL report. Mr. Jeffress reported that, at the quarter of the year, revenue is slightly ahead of 25%. Fines and Meeting Center rentals continue to bring in significant revenue. The library received over \$34,000 in donations in September, including a \$25,000 contribution from a single donor. Mr. Jeffress reported that expenses are at 22.29%, slightly under the glidepath. He noted a travel expense credit due to a canceled conference; building operations for routine repair is at 68.4% due to air handler issues; building improvements is at 50% in part due to a new reliable lawn mower; a credit in IT software line due to a refund on unused features. Upon the motion of Mr. Davis, seconded by Mr. Kendall, the September JCPL report was approved.
 - b. September WCIL report. Mr. Jeffress reported that the library received first of two payments from Washington County so at 50%. Expenses were at 25.54%. Child count was at 52.03, up 5 bilingual books, and 129 new enrollments. Mr. Jeffress reported that WCIL has an enrollment of 84.5% of eligible children in Washington County. Upon the motion of Mr. Brooks, seconded by Ms. Jones, the September WCIL report was approved.
5. Director's Report. Ms. Turpin reported that circulation numbers were strong across all item types for September. On September 21, the library hosted a new event called Shirefest, with a fantastic turnout estimated at over 1,000 attendees. Ms. Turpin reported that in September the library piloted an outreach initiative visiting schools and offering fine forgiveness; beginning at

Mountain View Elementary, where \$927.76 in fines were forgiven. Tonight, Selena Harmon and Suzy Bomgardner will visit Lake Ridge Elementary with the same opportunity. Ms. Turpin reported that the library will not be doing Trick-Tour-Treat this year, but will do a Cookie Crawl tour on December 5. The Employee of the Month is Jacob Wilson. Ms. Turpin noted the space needs auditor will be conducting his assessment next week. Ms. Turpin presented a branded tote bag and mug to each board member.

6. President's Report. Mr. Carter reported that he and Ms. Turpin attended the Trustee workshop in September.
7. Holston River Regional Library Report. Ms. Egan reported that HRRL is continuing their Library Administration, Management & Personnel (LAMP) series with the second session on October 23. A change management training will be on October 28.
8. Old Business. There was no old business.
9. New Business.
 - a. Presentation of the FY25 Audit. Kevin Peters of Blackburn, Childers & Steagall, PLC presented the FY25 audit, which was conducted on August 13 and 14 by Mr. Peters and Noah Shelton. The audit report confirmed a clean opinion for the library and Imagination Library funds, the absence of any findings, and the successful completion of the report. The audit must be submitted to the state comptroller office by December 31. Upon the motion of Ms. Jones, seconded by Ms. Newton, the FY25 Audit was approved.
 - b. Approval of the FY25 990. The library's 990 tax return and the governance letter report no significant audit items. Upon the motion of Mr. Brooks, seconded by Mr. Jeffress, the FY25 990 was approved.
10. Adjournment. Upon the motion of Mr. Davis, and seconded by Mr. Kendall, it was unanimously resolved to adjourn the meeting at 4:57 p.m.

Johnson City Public Library
 100 West Millard Street, Johnson City, TN 37604
 Balance Sheet
 October 31, 2025

ASSETS

Current Assets

Petty Cash	\$ 350.00	
Truist Money Mkt. Acct.	1,429,322.36	
Payroll Account	512.97	
Checking Account	39,725.53	
Cash on Hand	300.00	
Accounts Rec'ble Module	255.00	
Total Assets	\$	<u><u>1,470,465.86</u></u>

LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable Module	\$ 6,239.95	
Accrued Wages	0.00	
Federal Income Tax	0.00	
OASDI-M/Care W/H Employee	0.00	
OASDI-M/Care W/H Employer	0.00	
FUTA	0.00	
SUTA	0.00	
Sales Tax Payable	0.00	
TIAA/CREF	0.00	
NW Retirement Solutions	0.00	
Credit Union	0.00	
Staff Orders Account	0.00	
Court Ordered Deductions	0.00	
Dependent Coverage	0.00	
Other P/R Deductions	0.00	
Credit Card	3,087.37	
Medical Ins. Deduction	0.00	
Aflac	0.00	
Total Liabilities		9,327.32

Capital

Unassigned Fund Balance	957,881.11	
Fund Balance Surplus	(6,500.00)	
Current Earnings	0.00	
Net Income	509,757.43	
Total Capital		<u><u>1,461,138.54</u></u>
Total Liabilities & Capital	\$	<u><u>1,470,465.86</u></u>

Johnson City Public Library
100 West Millard Street, Johnson City, TN 37604
FY 2025/2026 Operating Account
Financial Report

			October 2025	Year to Date	Budget	Percent
Revenues						
4101	City of Johnson City	\$	583,284.00	1,166,568.00	2,333,136.00	50.00
4102	Washington County		0.00	25,500.00	102,000.00	25.00
4103	Interest Income		3,447.50	12,731.72	15,000.00	84.88
4104	Printing & Copying		1,496.98	5,523.12	12,000.00	46.03
4105	Lost & Damaged Charges		322.05	861.39	5,000.00	17.23
4106	Meeting Room Rental		162.50	2,476.25	5,000.00	49.53
4107	Fines		2,380.14	9,273.55	20,000.00	46.37
41081	Miscellaneous		77.00	282.72	0.00	0.00
41082	Patron Supply Purchase		40.75	192.75	300.00	64.25
41083	JCPL Promotional Items		470.00	940.00	100.00	940.00
41084	Ongoing Book Sale		894.40	3,455.50	8,500.00	40.65
41085	Cashier Reconciliation		2.69	8.51	0.00	0.00
41091	Donations		2,810.90	49,024.03	20,000.00	245.12
41092	Memorials		0.00	100.00	500.00	20.00
41093	Friends of the Library		476.00	1,226.00	0.00	0.00
41095	LSTA Grant		0.00	0.00	0.00	0.00
41096	Other Grant Revenue		0.00	0.00	0.00	0.00
4110	E-rate Reimbursement		0.00	0.00	9,496.00	0.00
4111	Sale of Obsolete Equip.& Furn.		0.00	0.00	0.00	0.00
4112	Events and Promotions		0.00	0.00	0.00	0.00
4113	Hotspot Rental		28.00	140.00	2,000.00	7.00
	Total Revenues		595,892.91	1,278,303.54	2,533,032.00	50.47
Expenses						
Personnel						
51011	Salaried		46,959.74	197,245.32	664,500.00	29.68
51012	Hourly		65,670.85	251,589.21	872,040.00	28.85
5102	Social Security		8,595.61	34,243.37	117,545.31	29.13
5103	Medical Insurance		11,594.08	46,089.03	172,000.00	26.80
5104	Worker's Compensation		469.00	1,428.00	2,400.00	59.50
5105	State Unemployment		0.00	0.00	1,000.00	0.00
5106	Staff Development		0.00	6,564.70	11,000.00	59.68
5107	Staff Memberships		0.00	285.00	1,000.00	28.50
5108	Travel Expense		0.00	(1,403.83)	1,000.00	(140.38)
5110	TIAA Retirement		3,785.13	14,088.31	64,382.00	21.88
	Total Personnel Expenses		137,074.41	550,129.11	1,906,867.31	28.85
Support Services						
52011	General Supplies		245.66	1,148.78	2,800.00	41.03
52012	Circ. Supplies		142.50	393.20	7,000.00	5.62
52013	Public Service Dept(s)Supplies		132.74	589.08	3,300.00	17.85
52014	Printing/Copying Supplies		0.00	0.00	2,500.00	0.00
5202	Postage		0.00	325.08	2,700.00	12.04
5204	Telephone		115.28	461.12	1,400.00	32.94
5205	Miscellaneous Admin.		4,866.65	6,126.62	19,500.00	31.42
5206	Bank & CC Acceptance Fees		587.52	2,253.91	7,600.00	29.66
5207	Volunteer Services		77.17	103.27	1,000.00	10.33
52081	Audit		0.00	0.00	15,500.00	0.00

Johnson City Public Library
 100 West Millard Street, Johnson City, TN 37604
 FY 2025/2026 Operating Account
 Financial Report

		October 2025	Year to Date	Budget	Percent
52083	Gen. Liab.& Contents Ins.	0.00	10,631.00	10,800.00	98.44
52084	Directors & Officers Ins.	0.00	2,241.00	2,165.00	103.51
5209	Library Memberships	0.00	477.50	1,500.00	31.83
5210	Public Relations	983.63	5,539.47	13,000.00	42.61
5211	Vehicle Expense	85.68	561.62	3,000.00	18.72
	Total Support Services	7,236.83	30,851.65	93,765.00	32.90
Building Operations					
5301	Gas	338.22	404.32	12,500.00	3.23
5302	Electricity	5,458.60	17,525.40	57,000.00	30.75
5303	Water	396.59	1,157.17	6,500.00	17.80
5304	Janitorial Supplies	1,828.96	6,519.52	16,300.00	40.00
53051	Routine Maint. & Repair	3,234.98	11,513.26	12,100.00	95.15
53052	Lighting	119.80	119.80	4,000.00	3.00
53053	Grounds Maintenance	0.00	245.24	4,000.00	6.13
53061	Equip. Maint./Contracts	219.95	2,819.49	8,700.00	32.41
53062	Contracted Building Services	393.27	1,048.29	11,300.00	9.28
5307	Building Improvements	0.00	4,967.70	10,000.00	49.68
5308	Clothing and PPE	196.88	416.88	1,000.00	41.69
	Total Building Operations	12,187.25	46,737.07	143,400.00	32.59
Technical Services					
5401	Processing Supplies	2,216.32	7,126.01	20,000.00	35.63
5402	Acquisitions	0.00	386.16	750.00	51.49
5403	Binding and preservation	0.00	54.97	250.00	21.99
	Total Technical Services	2,216.32	7,567.14	21,000.00	36.03
Materials and Services					
55011	Adult Books	3,838.95	7,022.80	30,000.00	23.41
55012	Children's Books	3,405.83	6,585.76	34,000.00	19.37
55013	Teen Books	751.91	2,619.62	13,450.00	19.48
5502	Serials	274.00	4,729.48	4,678.00	101.10
55031	Adult Non-Print	130.22	1,747.41	6,000.00	29.12
55032	Children's Non-Print	77.94	629.15	3,200.00	19.66
55033	Teen Non-Print	0.00	111.25	200.00	55.63
5504	Databases, Electronic	0.00	3,686.12	5,000.00	73.72
55051	Programs for Adults	274.44	1,016.91	5,500.00	18.49
55052	Programs for Children	193.68	1,312.17	5,500.00	23.86
55053	Programs for Teens	561.94	1,605.46	4,900.00	32.76
5506	Summer Reading Program (All)	(795.00)	182.54	14,500.00	1.26
55071	Adult Electronic Materials	8,822.46	16,585.13	54,000.00	30.71
55072	Children's Electronic Material	844.26	2,263.67	6,976.00	32.45
55073	Teen Electronic Materials	747.16	1,094.01	3,500.00	31.26
5508	FOL Materials	0.00	400.00	0.00	0.00
5509	FOL Programs	476.00	726.00	0.00	0.00
	Total Materials and Services	19,603.79	52,317.48	191,404.00	27.33

Johnson City Public Library
100 West Millard Street, Johnson City, TN 37604
FY 2025/2026 Operating Account
Financial Report

		October 2025	Year to Date	Budget	Percent
Information Technology					
5601	Equipment	905.16	1,390.92	8,700.00	15.99
5602	Software	592.13	12,347.74	33,096.00	37.31
5603	Copier Maintenance	526.23	1,900.58	12,000.00	15.84
5604	ILS Maintenance	0.00	0.00	18,000.00	0.00
5605	Equipment Maintenance	0.00	28,219.75	30,000.00	94.07
5606	Internet Access	724.68	2,898.72	10,000.00	28.99
5608	LSTA Grant	15,500.76	15,500.76	15,000.00	103.34
	Total Information Technology	18,248.96	62,258.47	126,796.00	49.10
Miscellaneous Expense					
5701	Miscellaneous	440.05	1,326.93	4,000.00	33.17
5702	Security	4,340.00	11,900.00	55,300.00	21.52
5703	Furniture	45.99	919.14	2,000.00	45.96
5704	Children's STEM Program	0.00	0.00	0.00	0.00
5705	Capital Projects-Building	0.00	0.00	0.00	0.00
5706	Capital Projects-Other	0.00	0.00	0.00	0.00
5707	TOP Grant	0.00	4,539.12	0.00	0.00
5708	Misc. Friends of the Library	0.00	0.00	0.00	0.00
	Total Miscellaneous Expense	4,826.04	18,685.19	61,300.00	30.48
	Total Expenses	201,393.60	768,546.11	2,544,532.31	30.20
	Net Income	\$ 394,499.31	509,757.43	(11,500.31)	(4,432.55)

Washington County Imagination Library

100 West Millard Street, Johnson City, TN 37604

FY 2025/2026

Balance Sheet

October 31, 2025

ASSETS

Current Assets

Petty Cash	\$	0.00
Checking Account		57,823.62
Accounts Receivable		0.00

Total Current Assets		57,823.62
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LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable	\$	0.00
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Total Liabilities		0.00
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Capital

Reserved Balance		50,137.50
Journal Difference		0.00
Net Income		7,686.12

Total Capital		57,823.62
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Total Liabilities & Capital	\$	57,823.62
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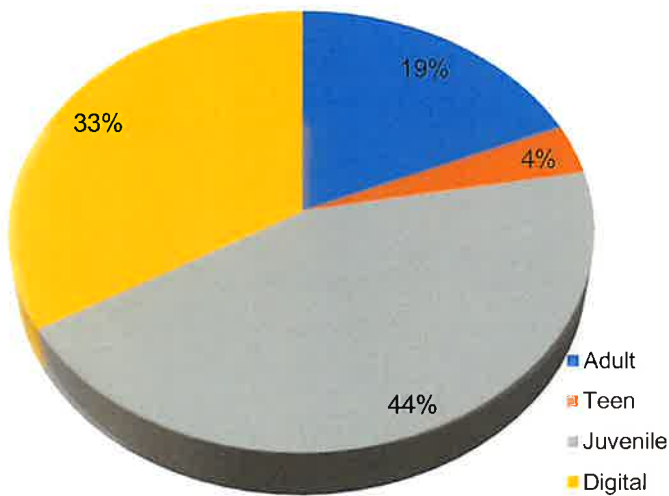
Washington County Imagination Library
100 West Millard Street, Johnson City, TN 37604
FY 2025/2026
Financial Report

		October 2025	Balance YTD	Budget	Percent
Revenues					
4101	City of Johnson City	\$ 9,925.00	\$ 19,850.00	39,700.00	50.00
4102	Washington County	0.00	12,500.00	25,000.00	50.00
4103	Donations	0.00	0.00	300.00	0.00
4104	Miscellaneous Revenue	0.00	0.00	0.00	0.00
4105	DPIL License Plate Revenue	0.00	0.00	6,500.00	0.00
	Total Revenues	<u>9,925.00</u>	<u>32,350.00</u>	<u>71,500.00</u>	45.24
Expenses					
5101	Monthly Book Purchase	6,400.75	24,403.87	70,475.00	34.63
5102	Registration Materials	0.00	0.00	250.00	0.00
5103	Postage	0.00	0.00	200.00	0.00
5104	Bank Fees	0.00	0.00	25.00	0.00
5105	Travel Expense	0.00	260.01	500.00	52.00
5106	Miscellaneous Expense	0.00	0.00	50.00	0.00
	Total Expenses	<u>6,400.75</u>	<u>24,663.88</u>	<u>71,500.00</u>	34.49
	Net Income	<u>\$ 3,524.25</u>	<u>\$ 7,686.12</u>	<u>0.00</u>	0.00

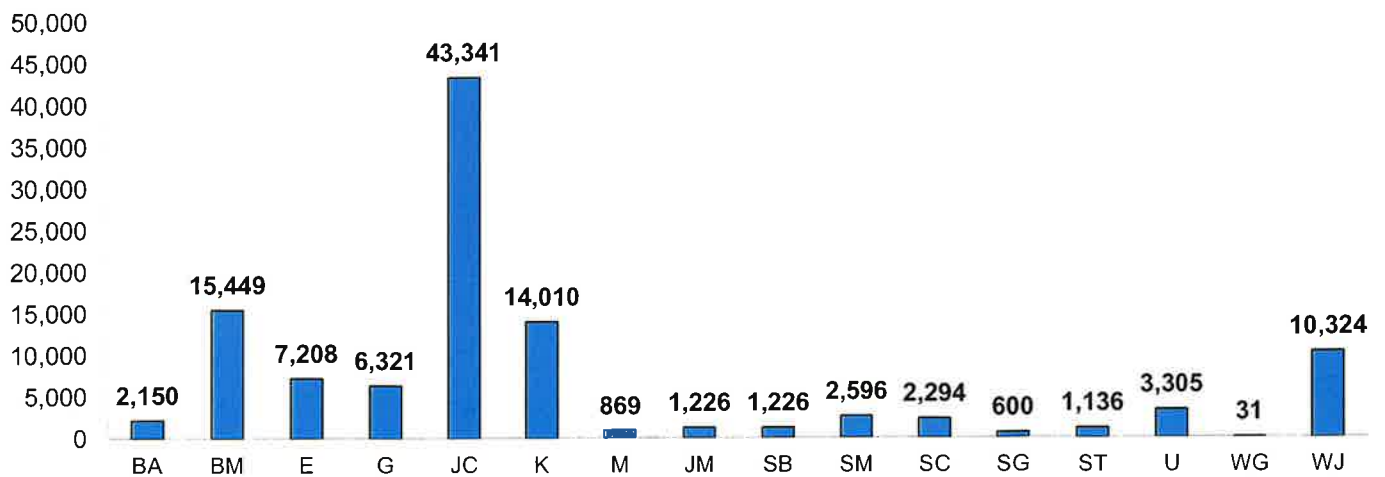
Circulation Report for October 2025

Library

	Oct-25	Sep-25	% Change	Oct-24	% Change
Adult	12050	11511	4.68%	13290	-9.3%
Teen	2345	2247	4.36%	2479	-5.41%
Juvenile	28732	30224	-4.94%	30293	-5.15%
Digital	21720	20208	7.48%	29256	-25.76%
Total	64847	64190	1.02%	75318	-13.90%
Courier Loans					
Borrowed	1148	1195	-3.93%	970	18.35%
Loaned	502	542	-7.38%	559	-10.20%
Other					
Self Checkouts	14323	13715	4.43%	15544	-7.86%
Borrowers added	348	391	-11.00%	322	8.07%
Door Count	20760	17702	17.27%	20003	3.78%



OWL CIRC, October 2025



State of Tennessee



The Secretary of State
State Capitol
Nashville, Tennessee 37243-0305

Tre Hargett
Secretary of State

615-741-2819
Tre.Hargett@tn.gov

October 27, 2025

Ms. Julia Turpin & Mr. Daryl Carter
Johnson City Public Library
100 West Millard Street
Johnson City, TN 37604

Dear Ms. Turpin & Mr. Carter,

My office and the Tennessee State Library & Archives have long recognized and supported local control and local decision-making in libraries. Library decisions should be shaped by the values of the library's community as well as the fiscal limitations that require tough decisions about how to spend finite dollars over an almost infinite number of books. Libraries are best suited to make the decisions regarding the books they purchase, and they also have policies in place to review materials that may be challenged. I believe that this level of local decision-making helps build a strong library that is well-supported by its community.

Libraries, however, often use state and federal funding that is typically facilitated through the Tennessee State Library & Archives to purchase materials for their collections. It is my responsibility and the responsibility of the State Librarian and Archivist to ensure that any recipient of state or federal funds understands that it must comply with all applicable federal and state laws and grant agreements. I am keenly aware of the need to ensure that our federal and state funding is used in accordance with all laws and not put at risk due to potential misuse by an individual library or librarian. Said more specifically, I cannot allow the actions of one library to potentially harm and impact over 200 other libraries throughout the state.

I want to do all I can to ensure that local decision-making for materials purchased with state and federal funds remains intact, and I need your help to ensure that the decisions around collection purchases are in accordance with all applicable laws and the Regional Library System's Library Service Agreement.

With this background as context, I am asking the following of each library in the Regional Library System:

1. Please undertake an immediate age-appropriateness review (over the next 60 days) of all materials in your juvenile children's section. As part of this review, please identify any materials that may be inconsistent with Tennessee age-appropriateness laws, in violation of any federal law, including President Trump's Executive Order, or otherwise contrary to any other applicable state or federal laws.
 - a. The Board of Directors should be provided a report of the review from the Library Director.
 - b. The Board of Directors should also internally initiate the reconsideration of materials process for any item it believes to be in violation of state or federal law.
2. Please provide a final report of your review to my office and the Tennessee State Librarian and Archivist by January 19, 2026. The report should include a summary of any titles that you determined were not age-appropriate for the juvenile children's section and what actions the board took regarding such titles.

Additionally, legitimate concerns about a particular book in your juvenile children's collection have been brought to my attention. *Fred Gets Dressed*, by Peter Brown, is worthy of review both for age-appropriateness and to determine whether the book and its purchase comply with President Trump's Executive Order titled "Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government," which I shared with you in an earlier letter (enclosed).

I recommend that, if you have questions regarding these reviews, your library's county or city attorney guide you through the reviews.

I have asked our State Librarian & Archivist, Jamie Ritter, to reach out to you directly to help answer questions you may have and to clarify any aspect of your juvenile children's collection review. He will be in touch with you to schedule a time to discuss this.

I want to thank you for your continued service. As I have said before, strong libraries are essential to strong communities. Thank you once again for the many ways you are serving your community.

Sincerely,



Tre Hargett
Secretary of State

State of Tennessee



The Secretary of State
State Capitol
Nashville, Tennessee 37243-0305

Tre Hargett
Secretary of State

615-741-2819
Tre.Hargett@tnsos.gov

September 8, 2025

To: Library Director

RE: Grant recipients' compliance with federal and state law

Dear Library Director,

As you know, I, as well as the staff I work with at the Tennessee State Library & Archives, are believers that strong libraries are essential to strong communities. This fundamental belief is one of the reasons we are proud to provide grants for libraries to fund the purchase of new books, technology improvements, general operations, and construction, to name a few. And these grants help maintain local libraries as beacons in their communities.

As the agency that administers grants, it is incumbent on the Tennessee State Library & Archives to remind grant recipients that grant funds must be used consistent with the grant contract as well as federal, state, and local law. In fact, each grant contract from the Tennessee State Library & Archives contains a provision where the party receiving funds acknowledges that "The Grantee shall comply with all applicable state and federal laws and regulations in the performance of this Grant Contract." Each grant recipient must be mindful of the requirements of state and federal law, which can change.

For example, on January 20, 2025, President Trump signed an Executive Order entitled "Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government." This Executive Order prevents federal funds (which are often present in grants from the Tennessee State Library & Archives) from being used to promote gender ideology, which the Executive Order defines as:

"Gender ideology" replaces the biological category of sex with an ever-shifting concept of self-assessed gender identity, permitting the false claim that males can identify as and thus become women and vice versa, and requiring all institutions of society to regard this false claim as true. Gender ideology includes the idea that there is a vast spectrum of genders that are disconnected from one's sex. Gender ideology is internally inconsistent, in that it diminishes sex as an identifiable or useful category but nevertheless maintains that it is possible for a person to be born in the wrong sexed body.

New laws also emerge at the state level. For example, Public Chapter 458, known as the Dismantling DEI Departments Act, was passed earlier this year. It prevents governmental entities from using discriminatory preferences to promote diversity, equity, or inclusion.

Libraries receiving grant funds must comply with laws or regulations, whether they have been in place for years or have recently become effective. If you have questions about compliance with grant contracts or federal or state law, I encourage you to contact your county attorney.

Thank you for the many ways that you are serving your community. I look forward to future visits, and I am rooting for your success.

Sincerely,



Tre Hargett
Secretary of State