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## MEMORANDUM

TO: Misty Guge, Human Resources Specialist  
FROM: Dustin Goforth, Director, Blount County Public Library (BCPL)  
DATE: June 17, 2025  
SUBJECT: Blount County Public Library Employee Handbook

This memorandum serves to inform that the official Library Employee Handbook, has not undergone any alterations or revisions since its last update on May 16, 2023.

Please be advised that the version dated May 16, 2023, remains the current and authoritative reference for all library policies and procedures.

Should there be any questions regarding the Employee Handbook, or if assistance is required in locating or accessing the document, please contact myself or Summer Dale at the library.

Thank you for your attention to this matter.

Sincerely,

Dustin Goforth  
Director  
Blount County Public Library  
865-273-1406

