

**Henry County Board of Trustees
Regular Meeting Minutes
McDonough Library
October 5, 2015**

- Indicates actions taken

CALL TO ORDER

- Dr. Gordon Baker called the meeting to order at 5:34pm

Board members present were Dr. Gordon Baker, Dr. Rita Bailey, Sandy McGarity, Marianne Morfoot, and Mary Scroggs. Staff members present were Director Carolyn Fuller, Assistant Directors, Kathy Pillatzki, Pam Bagby and KennethWayne Thompson and Bookkeeper Deb Morris.

ADDITIONS/APPROVAL OF AGENDA

- The agenda was approved on a motion by Sandy McGarity, seconded by Dr. Rita Bailey

APPROVAL OF MINUTES

- The minutes of the August meeting were approved on a motion by Sandy McGarity, seconded by Dr. Rita Bailey.

DIRECTOR'S REPORT

Director Carolyn Fuller shared that she met with Dr. Sonya Gaither of Gordon State College to complete a partnership agreement with the McDonough Library serving as the Gordon State library for the McDonough campus. In addition, Fuller taught a bibliographic instruction class to Gordon State students.

HCLS staff has participated in several webinars in an effort to better serve our community and reevaluate what we do. A staff planning retreat was held on September 15 to discuss how we can rebrand and refresh our service delivery.

Fuller also mentioned that Andrea Faulk, Fairview Library YA Specialist joined her to speak at Stockbridge High School PTO about HCLS resources available for Henry County Students. In addition, Kathy Pillatzki made a presentation on Student Resources in Context; a database that provides stellar support for papers, projects, and presentations that reinforce development of skills like critical thinking and problem solving; communication; collaboration; creativity; and innovation.

TREASURER'S FINANCIAL REPORTS

Deb Morris shared that the auditor visited last week and complimented us on the organization of our documents; results of the audit will follow. Deb also suggested that we obtain a new credit card from The Bank of the Ozarks with an increased credit limit. Kathy Pillatzki shared that HCLS has received \$16,000 from the Georgia Public Library Service (GPLS) for a STEM (Science, Technology, Engineering and Mathematics) Grant and \$10,000 for a STEAM (Science, Technology, Engineering, Arts and Mathematics) Grant.

OLD BUSINESS

On September 30, 2015, staff came into the library and found that toilets had overflowed and about two inches of water was standing in the vestibule, the children's circulation room, and around the children's circulation desk. Staff called the county and they came immediately with wet-dry vacuums and fans

to begin the drying process. SERVPRO received county approval to shampoo carpeting affected by the flood. Vincent Scott, Director of Risk Management assessed the area and will follow up with another visit.

New entrance doors for McDonough have been ordered and should arrive in 3 weeks. Director Carolyn Fuller mentioned that she is in the process of making library statistical reports easier to understand.

NEW BUSINESS

Fuller would like to change the way the library does business by educating the public more on what the library offers, revising our mission statement and offering dynamic programming each Sunday that appeals to a broader audience. This month, the library created Behind The Stacks, a staff newsletter that celebrates our talented employees and promotes various events and news at each branch!

CONFIRMATION OF NEXT MEETING DATE

- A motion to accept November 2, 2015 as the next meeting date was made by Marianne Morfoot, seconded by Dr. Gordon Baker.

ADJOURNMENT

- There being no further business, the meeting was adjourned at 6:25 pm on a motion by Marianne Morfoot and a second by Dr. Rita Bailey.