

HENRY COUNTY LIBRARY SYSTEM

BOARD OF TRUSTEES

REGULAR MEETING

McDonough Library

Board Minutes, December 4, 2017, 5:30 PM

- Indicates action taken

CALL TO ORDER

The meeting was called to order by Dr. Gordon Baker at 5:33 PM

Present were Library Board members Dr. Gordon Baker, Sandy McGarity, Kathy Gilbert, Kathy Gardner, Mary Scroggs and Sharon Ponder. Also present were Library Director Carolyn Fuller, Kathy Pillatzki, Gail Evens, Pam Bagby, Amanda Cox, Debra Morris and LaDonna Poole, Aimee Leavitt, Dr. Rita Bailey, Joy Caldwell.

ADDITIONS/APPROVAL OF AGENDA

There were no additions of the agenda.

- Motion by Kathy Gilbert to approve the amended agenda, seconded by Dr. Rita Bailey; motion approved.

APPROVAL OF MINUTES

- Motion by Kathy Gardner to approve the minutes of the November 6, 2017 Library Board meeting, seconded by Mary Scroggs; motion approved.

DIRECTOR'S REPORT

Carolyn Fuller updated the Board on staff activities for November, including details of various staff development activities, dropping Overdrive and going with RB Digital. Pines system will be using Webby. Webby is full of bugs and slows down cataloging. Amanda Cox discussed the scrolling digital signage ads for in-house advertising on Google Cloud. Word Press move updated. Kathy discussed Hoopla being up to 203+ sign-ups by the end of November.

- Motion by Kathy Gilbert to accept the Director's report, seconded by Mary Scroggs; motion approved.

#### TREASURER'S FINANCIAL REPORT

Business Manager Debra Morris presented the final financial report for October 31, 2017. She informed the Board that the auditor had visited for one day and everything went well. No findings.

- Motion by Dr. Rita Bailey to accept the Treasurer's Financial Report, seconded by Kathy Gilbert; motion approved.

#### OLD BUSINESS

Carolyn Fuller shared the final version of the new HCLS mission statement, vision statement, and strategic plan for the next three years. She thanked the members of the Library Board, the library staff, and the public for their input on the strategic plan. Library Board Chair Dr. Gordon Baker expressed his approval of the strategic plan, but suggested that next time the library system undertakes the strategic planning process we should consider projecting goals for a longer range such as five to seven years.

Carolyn Fuller went over her introduction for the Announcement of the Library Director letter. There were no questions about the job description.

- Motion by Sandy McGarity to accept the old business, seconded by Kathy Gardner; motion approved.

#### NEW BUSINESS

Director's Retirement Reception January 7, 2018, 2:00 PM-4:00 PM.

#### CONFIRMATION OF THE NEXT MEETING DATE

The next regular meeting of the Henry County Library System Board of Trustees will be on January 8, 2018 at 5:30 PM in the meeting room of the administration wing of the McDonough library.

#### ADJOURNMENT

- Motion by Dr. Rita Bailey to adjourn, seconded by Sandy McGarity; motion approved.