

**HENRY COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES  
REGULAR MEETING, BOARD MINUTES DRAFT  
January 7, 2019**

- Indicates action taken

**CALL TO ORDER**

Dr. Rita Bailey called the meeting to order @ 5:35PM.

**ATTENDING:**

Board members present: Dr. Rita Bailey, Kathy Gilbert, Mary Scroggs, Sharon Ponder, and Leslie Wantland.

Also present: Kathy Pillatzki, Gail Evans, Pam Baby, Rodney McElveen, Joy Caldwell, Raquel Jeffreys-McCray, and Aimee Leavitt.

**ADDITIONS/APPROVAL OF AGENDA**

- Motion by Mary Scroggs to accept the agenda, seconded by Kathy Gilbert; motion approved.

**APPROVAL OF MINUTES**

Minutes of the December 3, 2018 regular meeting were reviewed. Dr. Rita Bailey was added to the list of Board members present, and the spelling of Sandy McGarity's name was corrected under the Director's report.

- Motion by Kathy Gilbert to accept the corrected December 2018 minutes, seconded by Mary Scroggs; motion approved.

**DIRECTOR'S REPORT**

Kathy Pillatzki gave a report on staff activities in December. She delivered a library presentation to the regular meeting of the Henry County Board of Commissioners on December 4, attended the statewide Directors' meeting December 5-7, assisted with branch programming, and met with vendors regarding the possible renovation of the McDonough branch. Marketing specialist Joy Caldwell provided a statistical report of social media engagement with library accounts. Administrative department heads gave an overview of December activities.

- Motion by Kathy Gilbert to accept the director's report, seconded by Sharon Ponder; motion approved.

## TREASURER'S FINANCIAL REPORTS

The FY2018 audit is complete; we are waiting on the full report. Spending is where we would expect for the mid-point of the fiscal year. The Clean Slate program to forgive overdue fines during the month of December in honor of retired Board Chair Dr. Gordon Baker was successful based on feedback from the branches; a detailed report will be provided at the February meeting. The HCLS Business Manager has been out for medical reasons but the Financial Clerk has kept all financial concerns of the library running smoothly in her absence.

- Motion by Mary Scroggs to accept the Treasurer's Report, seconded by Sharon Ponder; motion approved.

## OLD BUSINESS

Library Director Kathy Pillatzki provided a packet of information consisting of proposals from two vendors. Patterson/Pope provided a quote for a multi-stage renovation of the McDonough library. Energy Harness provided a quote for to change all lighting fixtures in the McDonough library and the administrative wing. Representatives from McMillan, Pazden and Smith have toured the library and are available for further consultation of the Board desires. The McDonough library is on a list of proposed renovation projects to be funded if the legislature approves funding for Fiscal Year 2020. The Cochran library in Stockbridge is on the proposal list for a flooring upgrade. This was an informational report only and no Board action was required.

## NEW BUSINESS

The Library Board welcomed new board member Leslie Wantland; appointed by the Henry County Board of Education to fill the unexpired term of Dr. Gordon Baker.

## CONFIRMATION OF THE NEXT MEETING DATE

The next regular meeting of the Henry County Board of Trustees will be on February 4, 2019 in the administrative meeting room of the McDonough library.

## ADJOURNMENT

- Motion by Kathy Gilbert to adjourn the January 7, 2019 meeting, seconded by Sharon Ponder; motion approved.