

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

- Indicates action taken

**CALL TO ORDER**

Dr. Rita Bailey called the meeting to order at 5:30 PM.

Present were: Chairman Dr. Rita Bailey, Vice Chairman Mary Scroggs, Secretary Kathy Gardner, Treasurer Sharon Ponder, Jane Mobley, and Leslie Wantland.

Also present: library employees; Library Director Kathryn Pillatzki, Assistant Director Dr. Adam Townes, Assistant Director Gail Evans, Assistant Director Pam Bagby, Business Manager Debra Morris, Network Administrator Amanda Cox, Marketing Coordinator Joy Caldwell, Financial Clerk Raquel Jeffreys-McCray, and Secretary/Receptionist Aimee Leavitt.

**ADDITIONS/APPROVAL OF AGENDA**

- Motion by Mary Scroggs to accept the agenda, seconded by Leslie Wantland; motion approved.

**APPROVAL OF MINUTES**

Approval of minutes from the August 5, 2019 regular meeting.

- Motion by Mary Scroggs to accept the August 2019 minutes, seconded by Kathy Gardner; motion approved.

(Lacking a quorum, there was no regular meeting in September 2019.)

**DIRECTOR'S REPORT**

Director Kathy Pillatzki provided an update on staff and branch activities for August and September, including the success of First Friday activities and branch programming. She also shared information about the annual report and continuing education for staff.

- Motion by Mary Scroggs to accept the Director's report, Seconded by Kathy Gardner; Motion approved.

**TREASURER'S FINANCIAL REPORTS**

Update on banking information and transfer of funds to Georgia Fund 1

The Business manager discussed increased fees from BankOZK and the current interest rates. She recommended closing the money market account with the bank OZK and moving these funds to the Georgia Fund 1 account. This is due to the interest rate being much higher. The BOE has already sent the contribution check for the Henry County Library System in the amount of \$5,000 for depositing.

- Motion by Kathy Gardner to accept the Treasurer's Report, seconded by Leslie Wantland; motion approved.

## **OLD BUSINESS**

There was no old business.

## **NEW BUSINESS**

Signatory Authority for the Library Director

- Motion by Kathy Gardner to authorize Signatory Authority for the Library Director, seconded by Mary Scroggs; motion approved.

Adoption of holiday closure schedule for 2020

The Director submitted a proposed holiday closure schedule for calendar year 2020.

- Motion by Kathy Gardner to accept the holiday closure schedule for 2020 with the addition of December 27 for the McDonough branch, seconded by Leslie Wantland; motion approved.

Dr. Rita Bailey mentioned to all in attendance that this was the last meeting for Jane Mobley since she is in the process of moving out of the county. Her service on the Library Board is appreciated by all who worked with her.

## **CONFIRMATION OF NEXT MEETING DATE**

The next regular meeting of the Henry County Library System Board of Trustees will be on Monday, November 4, 2019 at 5:30 PM in the administration meeting room at the McDonough library.

## **ADJOURNMENT**

- Motion by Mary Scroggs to adjourn the meeting, seconded by Kathy Gardner; motion approved.