

Henry County Library System Board of Trustees
Regular Meeting Minutes
McDonough Library
November 5, 2012

- Indicates actions taken

Chairman Gordon Baker called the meeting to order at 5:31PM. Board members present were Marianne Morfoot, Rita Bailey, Pat Watson, Kathy Gilbert, Sandy McGarity and Jan Lowe. Also present were Director Carolyn Fuller, Assistant Directors Kathy Pillatzki, Allison Moyer and Pam Bagby, Bookkeeper Deb Morris, Financial Clerk Ladonna Poole, and Network Administrator Amanda Cox.

Approval of Agenda

- The agenda was approved on a motion by Sandy McGarity, seconded by Kathy Gilbert.

Approval of Minutes

- The Minutes of the August Regular Meeting were approved on a motion by Kathy Gilbert, seconded by Pat Watson.

Director's Report

Carolyn reported that she and Kathy had completed their work at the Governor's mansion. She also noted that several staff members attended COMO and most presented. Gordon also gave a presentation. Allison gave a briefing about Staff Training Day. Carolyn mentioned the 10th Annual Fall Festival held in collaboration with Henry County Arts Alliance. Attendance was down, but everyone enjoyed the festivities. Amanda, Richard and Carolyn are still evaluating vendors for copiers. The October book sale generated \$1000 in revenue. We are hoping to have another sale in January. The Trustees asked to be emailed about the next sale. Better World Books has offered to sell 40 boxes of the leftover books for a percentage. Carolyn and Kathy have been gathering the books for them to sell. Allison shared about the "Sunday Afternoons with an Author" series that has been going on since July. The Board requested to be notified when these programs were to take place, so they could promote them in their communities. We have a regular patron who is in the process of donating her husband's book collection. Most are academic and have been passed on to Gordon for use at Clayton State. The Great American Cookie Company did a book drive for the library system in October. They collected nearly 1600 books. Kathy will be picking them up soon.

Proctoring has generated over \$1000 in revenue since July 2012. Kathy and Di Ann created a display at Fortson of the books by Georgia authors that were purchased for the collection by the Bear Creek Association. It is already garnering a great deal of interest and attention. The Board suggested that maybe it could be a traveling exhibit and also be fea-

tered in the Henry Times. Kathy Gilbert mentioned that she has a contact that can help with future creative projects. Tara Kilgo, Young Adult Coordinator, and Carolyn met with the Henry County Schools Media Specialists. Georgia County Government magazine ran a couple of great articles about Georgia libraries. Carolyn shared them with the Board. Georgia Legal Services is offering Debt Collection Education courses for patrons of the library. Nattie Ringer, CEO of Ringer Employment, will be conducting workshops on writing resumes and other job seeking skills. She will be leading four sessions. Although the workbooks will be offered for sale, no purchase is required to participate in the sessions. Carolyn gave the Boy Scouts permission to do sign-ups at the branches. Although it costs money to join, they do offer scholarships to those who cannot afford membership.

Carolyn met with Bob White at the old Hampton building to discuss the prospects of finding someone to lease or buy the property for the appraised value. He said he would help if rezoning was needed. Also, the Economic Development Authority has partnered with the library on a business database and reference materials for the past two years and plans to continue the partnership. Kathy and Carolyn are still working on replacing BWI as the main book vendor. BWI will be returning our barcodes and stickers.

Treasurer's Report

Deb distributed financial reports that included revenue that has been acquired since July of this year. The branches have collected money in overdue fees and copies while administration has brought in revenue by proctoring. She mentioned that the SUV had to have some work done and that some of it was expensive. We have not yet heard from the county about the results of the audit. They did say we were well organized.

- The Treasurer's Report was accepted on a motion by Marianne Morfoot, seconded by Sandy McGarity.

Committee Reports

None

Old Business

None

New Business

At the request of some staff members, Kathy P. asked if the Board would consider closing the library on Mother's Day and Father's Day. They asked Carolyn to check the stats for those days, so they could revisit the request at the first of the year.

- The 2013 Holiday Schedule was passed with the addition of Wednesday, November 27th as a closing date. The motion was put forward by Kathy Gilbert, seconded by Pat Watson.

Amanda noted that all of the Briggs and Stratton donated computers had been reimaged and that most of them were in place. McDonough and Stockbridge received most of them, but there are nine left. Those are slated for Locust Grove.

- On a motion by Kathy Gilbert, seconded by Sandy McGarity, the Board voted to allow Carolyn and Lace (Director of Newton County Library System) to work together on the Bill and Melinda Gates “Geek the Library” campaign that will be awarding grant money for use by libraries to garner publicity and grow library awareness.

Tommy Smith has paid a couple of visits to the library.

Confirmation of Next Meeting Date

The next meeting will be December 3, 2012.

Adjournment

- There being no further business the meeting was adjourned at 6:45 PM on a motion by Sandy McGarity, seconded by Kathy Gilbert.