

**HENRY COUNTY LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
McDonough Library
Minutes February 3, 2014
5:30 PM**

CALL TO ORDER

The meeting was called to order by Treasurer Sandy McGarity. Those in attendance were Sandy McGarity, Kathy Gilbert, Marianne Morfoot, Mary Scroggs, Rita Bailey, and staff members Carolyn Fuller, Kathy Pillatzki, Pam Bagby, Deb Morris, Jennifer Lautzenheiser, and Cassandra Ryan. American Legion Post 330 Commander Bill Doke was also in attendance.

ADDITIONS/APPROVAL OF AGENDA

The agenda was amended with the additions of American Legion Post 330's proposal and a discussion on conducting electronic business and voting on a motion by Kathy Gilbert and a second by Marianne Morfoot.

APPROVAL OF MINUTES

The minutes from the November meeting with an added addendum of an electronic vote to close the McDonough Public Library on Sunday, January 19 due to software upgrades were approved on a motion by Kathy Gilbert and a second by Mary Scroggs.

DIRECTOR'S REPORT

Carolyn Fuller presented the Director's Report for November, December, and January with the following additions:

- Created Equal programming has begun at McDonough Public Library. During preceding months Carolyn Fuller and Cassandra Ryan reached out to local residents, academics and historians. Kathy Gilbert inquired whether the NAACP had been contacted and invited. Carolyn Fuller confirmed that they had been contacted.
- Carolyn Fuller and Kathy Pillatzki are partnering with Henry County Board of Education in an attempt to secure grant funding to support the purchase of eReaders and content addressing summer reading and other educational needs. Mary Scroggs suggested the books included in the Reading Bowl be added as well.
- Jennifer Lautzenheiser shared Food for Fines totals of \$1,084.51 in donated food used to pay library fines as well as continued efforts to partner with Helping in His Name Ministries to extend knowledge of library services. Sandy McGarity noted that when the local food bank shelves are empty, the food bank needs to purchase food from the Atlanta Food Bank. This is a good effort to support local organizations.

- CoderDojo a free computer programming event will begin in March for children ages 7 to 17. Marianne Morfoot expressed an interest in offering similar services for adults. Kathy Gilbert offered that the computer coding increased employment related skills and encouraged library efforts to close the digital divide.

Report was accepted on a motion by Sandy McGarity with a second by Mary Scroggs.

TREASURER'S FINANCIAL REPORTS

Deb Morris reported that the previous month's utility bills were increased due to extreme weather. A motion to accept the report was made by Kathy Gilbert with a second by Marianne Morfoot.

COMMITTEE REPORTS

There were no committee reports.

OLD BUSINESS

There were no old business items.

NEW BUSINESS

Fortson Library Proposal

Bill Doke, American Legion Commander Post 330, made a proposal to allow the Post to Lease Option to Buy the Fortson Library Building located in Hampton. Bill Doke stated that the Post would like to purchase the building at a future date when they have the financial ability to do so. Until then they would like to assume physical maintenance and liability of the building. Bill Doke states the American Legion Post intends to make improvements as necessary to receive a health permit. They will host spaghetti dinners and community organizations to raise funds and conduct their charitable activities. Sandy McGarity asked for confirmation that the American Legion Post had 501©3 status. Kathy Gilbert raised questions about liability concerns. Sandy McGarity would like confirmation from the City of Hampton zoning. Board members in attendance expressed a favorable view of a lease agreement that begins with a lower rate that increases incrementally at an agreed upon rate with reserve. Kathy Gilbert made a motion to gather additional general and legal information with regard to terms to the agreement. Sandy McGarity seconded to table discussion pending further discovery.

Dress code revision

Marianne Morfoot questioned what the criteria for "too short" would be for garments. Agreement was made that this concern was addressed with: Library work consists of bending, stooping, standing, sitting, and climbing. Clothing should cover cleavage, midriff, and undergarments throughout all of these activities. A motion to accept was made by Kathy Gilbert with a second by Mary Scroggs.

Book challenges from out of county

Carolyn Fuller and Kathy Pillatzki presented information on the book challenge process and questions as to whether book challenges should be entertained by non-residents. Is there a

geographical limit to book challenges? Sandy McGarity questioned whether this is addressed in the bylaws. Marianne Morfoot questioned whether this is addressed by the state library. Sandy McGarity recommends tabling discussion until this information is gathered. Marianne Morfoot provided the second.

Pest control

Carolyn Fuller presented proposal quotes and staff recommendations for three companies to provide pest control services to the library system. Sandy McGarity questioned the length of the contract. Carolyn Fuller confirmed the contract was 1 year. A motion was made to accept Allgood pest control's proposal by Kathy Gilbert with a second by Mary Scroggs.

Carpet Cleaning

Carolyn Fuller presented proposal quotes and staff recommendations for three companies to provide carpet cleaning services to the library system. A motion was made by Kathy Gilbert to accept Stanley Steemer's proposal with a second by Rita Bailey.

CONFIRMATION OF NEXT MEETING DATE

The next meeting is scheduled for March 3, 2014.

ADJOURNMENT

The meeting was adjourned on a motion by Kathy Gilbert with a second by Marianne Morfoot.