

**HENRY COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR MEETING**
Library Administration Building
Board Minutes March 5, 2018 4:30 PM

- Indicates action taken

CALL TO ORDER

The meeting was called to order by Dr. Gordon Baker at 4:45 PM.

Present were Library Board members Dr. Gordon Baker, Kathy Gilbert, Dr. Rita Bailey, Sharon Ponder, Mary Scroggs, and Kathy Gardner.

ADDITIONS/APPROVAL OF AGENDA

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

EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS

- Motion by Kathy Gilbert to move to executive session, seconded by Mary Scroggs; motion approved.

EXIT EXECUTIVE SESSION AND RETURN TO REGULAR SESSION

- Motion by Kathy Gilbert to exit the Executive Session and return to Regular Session, seconded by Mary Scroggs at 6:09 PM; motion approved. Present at the regular session were HCLS employees Kathy Pillatzki, Raquel Jeffreys-McCray, Pam Bagby, Joy Caldwell, Amada Cox, Deb Morris, and Gail Evans, Ladonna Poole, and Aimee Leavitt.

APPROVAL OF MINUTES

Correction to the Director's report: the abbreviation MMR needs to be MRR (two times at the end of the first paragraph in the minutes of the regular meeting on February 5, 2018).

- Motion by Kathy Gilbert to accept the corrected February 5, 2018 minutes, seconded by Dr. Rita Bailey; motion approved.

DIRECTOR'S REPORT

Interim Director Kathy Pillatzki provided an overview of staff activities in February including ongoing staff training and progress on the local budget request. The Locust Grove staff were commended for their calm professionalism during a lockdown on Feb. 9 due to an active shooter situation in the area. Young Adult staff and HCLS Network Administrator Amanda Cox were commended for their work on the statewide YA services Share-a-Rama. Gail Evans provided an overview of branch activities including Black History Month activities and the Food for Fines program.

- Motion by Sharon Ponder made to accept the Director's Report, seconded by Kathy Gilbert; motion approved.

TREASURER'S FINANCIAL REPORTS

Debra Morris reported that all expenditures and income are within expectations for the midpoint of the fiscal year.

OLD BUSINESS

Status of Director search

The Library Board is still considering the two finalists for the Director position. Input from Branch Managers and administrative department heads is being evaluated. The Library Board will hold a called meeting on March 19, 2018 at 5:30 PM to further discuss the candidates.

NEW BUSINESS

Update on Marketing Department activities

Joy Caldwell, HCLS Marketing and Public Relations Specialist, reported that all engagement statistics for the Henry County Public Library's Facebook page have increased over the past 18 months. She proposed an idea to partner with local businesses that host trivia nights as a way to raise community awareness of library services and programs, particularly to those in the 20-40 age bracket. The Library Board encouraged her to make contact with some local businesses to gauge interest in a partnership program focused on trivia events.

CONFIRMATION OF NEXT MEETING DATE

There will be a called meeting of the Henry County Library System Board of Trustees on March 19, 2018 at 5:30 PM to discuss personnel matters.

The next regular meeting of the Henry County Library System Board of Trustees will be on April 9, 2018 at 5:30 PM.

ADJOURNMENT

- Motion by Mary Scroggs to adjourn the meeting, seconded by Dr. Rita Bailey; motion approved.