

Henry County Library System Board of Trustees
Regular Meeting Minutes
McDonough Library
April 4, 2011

- Indicates actions taken

Treasurer Sandy McGarity called the meeting to order at 5:38 PM. Board members present were Marianne Morfoot, Jan Lowe, and Cicely Bland. Also present were Director Carolyn Fuller, Assistant Directors Pam Bagby, Kathy Pillatzki and Allison Moyer, Bookkeeper Deb Morris, Financial Clerk Ladonna Poole, Network Administrator Amanda Cox, and Network Technician Richard Stevens.

Approval of Agenda

- The agenda was approved on a motion by Jan Lowe, seconded by Cicely Bland.

Approval of Minutes

- The Minutes of the February Regular Meeting were approved on a motion by Jan Lowe, seconded by Marianne Morfoot.

Director's Report

Carolyn reported that she, Pam, Allison, Amanda, and Kathy (not Richard as stated in the report) participated in an ALA webinar about e-books. The Friends roast went well and generated approximately \$8500, most of which will be spent on the Summer Reading Program. The Celtic Festival was good, but was not as well attended as in the past because the library was closed.

Diana Very, Director of LSTA, Statistics and Research, is helping Admin staff in the process of strategic planning. She is willing to lead focus groups at each branch with the participation of the Trustee assigned to that area. Gordon Baker said he would participate at the Stockbridge meeting if no one had yet been appointed. Diana suggested that the meetings be held without library staff and in a more neutral place than the library itself. Carolyn will advertise the meetings in the newspaper and on the website.

Carolyn reported that HCLS needs more bandwidth. Internet usage is so heavy that the server slows considerably. Amanda and Richard are looking into ways to get more bandwidth. It would also help to get VOIP at each of the branches; it would save about \$500 per month.

Carolyn and Allison continue to proctor many tests. Children and Young Adult Staff have begun planning for the Summer Reading Program and are preparing their articles and calendars for the Library Times. Those articles are due by April 18th.

The State Library will be paying Carolyn's way to the Evergreen International Conference at the end of April.

Pam and Allison have consolidated most of the puppet collection which in addition to books and other materials will form a story time resource for the children's personnel.

Treasurer's Report

Deb Morris reported that the library is doing well at the moment. HCLS received a 1% rebate from the State in the amount of \$4700. It will be used to buy books. Proctoring is also bringing in a lot of proceeds. One concern is that HA had a very high electric bill and Carolyn has asked SPLOST to investigate possible reasons.

- The Treasurer's Report was accepted on a motion by Jan Lowe, seconded by Marianne Morfoot

Committee Reports

Jan Lowe gave the committee's recommendations for this year's officers: Gordon Baker as Chairman, Jan Lowe as Vice-Chairman, Sandy McGarity as Treasurer, and Pat Watson as Secretary. The Board offered no additional recommendations.

Old Business

The commercial appraisal completed by DTI Appraisers was submitted to Andy Phippen, the Hampton City Manager. He will take it to the city and ask them what they would like to do. Carolyn explained to him that precedent has set the sale of old library buildings at the appraised value plus 10%. Hopefully it will be discussed at the City Council meeting on April 5, 2011.

- As part of strategic planning, the Library Board agreed to participate in surveys and focus groups following a motion by Cicely Bland and seconded by Marianne Morfoot.

New Business

- The recommendations of the Nominating Committee for Board officers (Gordon Baker as Chairman, Jan Lowe as Vice-Chairman, Sandy McGarity as Treasurer, and Pat Watson as Secretary) were approved on a motion by Marianne Morfoot, seconded by Cicely Bland.

Carolyn informed the Board of Trustees that the Board of County Commissioners wants a picture of the board members to place on its website. The Board of Trustees decided that the next meeting date (May 2) would be the best time to do the photo, but they want whoever is to be appointed for District 4 to be included. As such, the Board asked Car-

olyn to contact Commissioner Bowman to inquire about his appointee. Also, Carolyn will contact Julie Ernst to take the photo.

Confirmation of Next Meeting Date

- The next Board meeting date of Monday, May 2, 2011 at 5:30 PM was confirmed. It will take place in McDonough.

Adjournment

- There being no further business the meeting was adjourned at 6:10 PM on a motion by Cicely Bland, seconded by Jan Lowe.