

Henry County Library System Board of Trustees
Regular Meeting Minutes
McDonough Library
July 12, 2010

- Indicates actions taken

Chairman Gordon Baker called the meeting to order at 5:30PM. Board members present were Al Bowen, Jan Lowe, Sandy McGarity, Marianne Morfoot and Pat Watson. 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, Fairview Branch Manager Phoenix Light and Assistant Branch Manager Jacquelyn Johnson, Fortson Branch Manager Tangela McKibbens and Assistant Branch Manager Alicia Ann McManus, Stockbridge Branch Manager Pat Miller, Library Assistant Tommy Bennett and Locust Grove Assistant Branch Manager Raquel Jeffries-McCray. Also in attendance were two library users, Harold and Nancy Falls.

Approval of Agenda

- The agenda was approved on a motion by Sandy McGarity, seconded by Jan Lowe with the addition under New Business of deciding the tentative closing date for the Hampton Library.

Approval of Minutes

- The Minutes of the May Regular Meeting were approved on a motion by Jan Lowe, seconded by Marianne Morfoot.
- The Minutes of the May Called Meeting were approved on a motion by Pat Watson, seconded by Al Bowen pending the confirmation of attendance. (The attendance was later verified by the Director's notes).

Director's Report

Carolyn Fuller gave a brief report of May and June activities, emphasizing that all of the Administrative staff had been occupied for the better part of those months in covering positions during the staff shortage. She noted that the Vacation Reading Program has been very active this year (an artist who had originally planned to do one program ended up doing two due to the large turn-out), and that the staff is pushing for more completions. Gordon Baker thanked Carolyn, noting that he had received a copy of a letter from the Chancellor of the Board of Regents that praised Carolyn's leadership.

Treasurer's Report

Deb Morris reported that the Library was on track financially for April and May. The staff will need to take 8 furlough days in FY 2011, much better than originally thought.

Health insurance and TRS went up. Carolyn will be meeting with the Finance Director and the County Manager next week to discuss the County handling the Library audit. If it works out, the Library will save \$8,000. In response to a Board member's question, Amanda Cox noted that nothing has progressed with switching to voice-over IP phones, except that the new Hampton library will have them installed, paid for by SPLOST because it's a new setup. The Library is exploring the possibility of a lease option for voice-over IP phones and equipment for the other branches.

As for the State budget for FY 2011, it looks the same as last year but is continuing to be cut. Carolyn shared with the Board a printout of what GPLS services are worth to HCLS (approx. 1.89 million dollars).

- The Treasurer's Reports were accepted on a motion by Al Bowen, seconded by Sandy McGarity.

Committee Reports

None

Old Business

The Board revisited the Hours of Operation to discuss the primary complaint that people who work in Atlanta cannot make it to the library by 6:30 PM. The hours that were adopted in May were based on stats in hand, and the decision had to be made quickly to respond to the budget shortfall.

The Board discussed the need to balance evening hours with morning children's programs. The Board also discussed the need for consistency so as not to confuse the public.

Patrons Harold and Nancy Falls expressed their need for evening hours at least once each week. Nancy noted that 68% of Henry County residents work at least 30 minutes away. The consensus was that the days of operation were fine as they were, but the hours should be tweaked to accommodate the commuting population.

- On a motion by Al Bowen, seconded by Sandy McGarity, the Board agreed to leave the days of operation as they were but to adjust the hours to coincide with the HA opening in September if the results of a survey (devised by Pam Bagby) supported the change.
- After much discussion, Sandy McGarity motioned that the new hours to be considered should be 12-8 Monday and Thursday, 10-6 Tuesday and Wednesday, and 10-2 on Friday for a total of 36 hours. If the survey results supported it, the new hours would be implemented September 7th (the Tuesday after Labor Day) Al Bowen seconded the motion and it was approved.

The survey will be made available on the website as well as in printed format at the Library. Gordon Baker added that he would get it posted to the Commissioner's website.

New Business

Carolyn informed the board that she had provided SPLOST with three quotes from three different movers. The bids range from \$5,000 to \$14,000.

- After discussing the readiness of the new facility, Al Bowen motioned for a closing date to be set for Friday, July 30th and for approximately four weeks to be allowed for the move with a tentative soft-opening on September 7. Jan Lowe seconded the motion and it was approved.

Carolyn asked the Board to decide between a private meeting of Chairman Mathis, Commissioner Holder, Carolyn Fuller and Gordon Baker on July 19 at 11:30 AM or a public meeting on July 20 at 6:30 PM. The Board was unanimous that the private meeting should take place first but that a combined meeting of the Board and the Commissioners should be requested.

Confirmation of Next Meeting Date

- The next Board meeting date of Monday, August 2, 2010 at 5:30 PM was confirmed.

Adjournment

- There being no further business the meeting was adjourned at 7:10 PM on a motion by Sandy McGarity seconded by Pat Watson.