

**HENRY COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
REGULAR MEETING, BOARD MINUTES DRAFT
August 5, 2019**

- Indicates action taken

CALL TO ORDER

Dr. Rita Bailey called the meeting to order at 5:31 PM.

Present were:

Board Chair Dr. Rita Bailey, Vice Chair Mary Scroggs, Treasurer Sharon Ponder, Jane Mobley, and Leslie Wantland.*

Also present were Library Director Kathryn Pillatzki, Assistant Director Dr. Adam Townes, Assistant Director Gail Evans, Assistant Director Pam Bagby, Business Manager Debra Morris, Network Administrator Amanda Cox, Marketing Coordinator Joy Caldwell, Financial Clerk Raquel Jeffreys-McCray, and Secretary/Receptionist Aimee Leavitt.

*Board Secretary Kathy Gardner contacted the Library Director ahead of time to report that she was unable to attend due to a last-minute work obligation.

ADDITIONS/APPROVAL OF AGENDA

- Motion by Mary Scroggs to accept the agenda, seconded by Leslie Wantland; motion approved.

APPROVAL OF MINUTES

There were a couple of minor spelling errors in the minutes from June 3, 2019, which were corrected.

- Motion by Mary Scroggs to accept the corrected June 3, 2019 minutes, seconded by Leslie Wantland; motion approved.

DIRECTOR'S REPORT

Library Director Kathryn Pillatzki introduced the new HCLS Assistant Director for Public Services, Dr. Adam Townes. She also provided an update on branch activities for June and July, 2019. She commended the IT and Marketing Departments for their creative work in producing a video and scavenger hunt for Shark Week. She thanked Assistant Directors Gail Evans and Pam Bagby for their dedication in helping to staff and supervise the Locust Grove branch during a staffing shortage; she also commended the Locust Grove staff for keeping library operations running smoothly in the absence of a branch manager. She reviewed plans for First Friday activities, which

will rotate among the branches. She shared some things she learned at the American Library Association Annual Conference and some ideas she hopes to implement at HCLS. Joy Caldwell presented statistics on HCLS social media engagement.

- Motion by Mary Scroggs to accept the Director's report, seconded by Sharon Ponder; motion approved.

TREASURER'S FINANCIAL REPORTS

HCLS Business Manager and Financial Clerk are closing out the books on FY19 and will have a full report at a future meeting.

- Motion by Leslie Wantland to accept the Treasurer's Report, seconded by Mary Scroggs; motion approved.

OLD BUSINESS

At the June 3, 2019 regular meeting, the HCLS Board of Trustees voted on the Director's salary, but the local supplement was inadvertently left out. The total amount designated for the Director's salary in the adopted Fiscal Year 2020 budget was correct, but the separate motion to approve the Director's salary specified the state-reimbursed amount only. Action to approve the local supplement as adopted in the FY20 budget is necessary to correct the conflicting information.

- Motion by Mary Scroggs to approve a supplement to the Director's salary from local funds in the amount of \$1,125 annually, seconded by Sharon Ponder; motion approved.

NEW BUSINESS

Library Director Kathryn Pillatzki gave an update on the HCLS 2012-2020 strategic plan. Specific objectives were designated as completed, partially completed, or not addressed to date. The items that have not been addressed are dependent on increases in local funding that have not materialized.

- Motion by Mary Scroggs to accept the update on the HCLS strategic plan, seconded by Sharon Ponder; motion approved.

CONFIRMATION OF THE NEXT MEETING DATE

The next regular meeting of the HCLS Board of Trustees will be on September 9, 2019 at 5:30 PM.

ADJOURNMENT

- Motion by Jane Mobley to adjourn the August 2019 meeting, seconded by Leslie Wantland; motion approved.