

**HENRY COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR MEETING
McDonough Library
Minutes September 9, 2013
5:30 PM**

CALL TO ORDER

The meeting was called to order by Chairman Gordon Baker. Those in attendance were Gordon Baker, Rita Bailey, Kathy Gilbert, Sandy McGarity, and staff members Kathy Pillatzki, Pam Bagby, Deb Morris, and Carolyn Fuller.

ADDITIONS/APPROVAL OF AGENDA

The agenda was amended with additions of discussion of a new statistical report of library activity and the 2014 library calendar of days closed on a motion by Kathy Gilbert and a second by Sandy McGarity.

Introduction of Jarvis Sims, Assistant Director for Public Services—

Carolyn Fuller announced that Jarvis Sims has resigned to accept a job with CDC in Atlanta. His last day will be September 20.

APPROVAL OF MINUTES

The minutes from the June meeting were approved on a motion by Kathy Gilbert and a second by Rita Bailey.

DIRECTOR'S REPORT

Carolyn Fuller presented the Director's Report for July and August with the following additions:

- She will be at a Directors' meeting in August for the rest of the week.
- The Library System received a 2 year grant "Created Equal" grant. There are four films (The Abolitionists, Slavery by Another Name, The Loving Story, and Freedom Riders.) Several community leaders have been asked to participate in the planning of the presentation to the community. There is \$1,200 stipend for the programs.
- She reported on the success of the Library Goes to Camp program for this summer. Parks & Recreation has requested that the program be repeated next summer. *(Kathy Gilbert commended willingness of the staff for jumping in and developing the program in a very short time, and making it available to the 1800+ children in support of the E2 initiative.)*
- The Library will partner with Parks & Recreation to present a one-hour literacy based weekly program for the afterschool program at the Fairview Recreation Center.

- The Library will received \$28,000 from Georgia Public Library Service to purchase replacement public computers. The state will negotiate some contracts for pricing.
- The switch of the branches and administration from T1 lines to fiber has been completed. The network speed has improved.

TREASURER'S FINANCIAL REPORTS

Deb Morris presented the preliminary year-end financial report. The final will be available after the audit. The preliminary report was approved on a motion by Kathy Gilbert and a second by Sandy McGarity.

COMMITTEE REPORTS

There were no reports.

OLD BUSINESS

There was no old business

NEW BUSINESS

New Logo

Jarvis Sims has designed several new logos. The Board unanimously chose #2 because it combined books and computers but requested brighter colors.

New website

Jarvis will complete work on the new website before he leaves.

Ethics Statement

The Ethics Statement for Henry County Library System Board of Trustees was approved on a motion by Sandy McGarity and a second by Kathy Gilbert.

Statistical Report

Carolyn Fuller presented a draft statistical report that she and the staff feel delivers a more accurate picture of library activity. The current report has not been revamped in at least 20 years. The new report shows physical material check out plus all forms of eCirculation such as eBooks, downloadable audio books, downloadable magazines, and circulation for Atlanta Metro Library Accessible Services (AMLAS). Computer use and website traffic is also part of the library activity. Patrons also use many materials in-house and do not check them out and that will now be captured as an activity.

We are also trying to capture the wifi usage.

Program attendance and Library visits will remain unchanged.

Reference questions will be renamed Information Services and additional activities will be counted.

2014 Calendar

The 2014 calendar was approved on a motion by Sandy McGarity and a second by Kathy Gilbert.

CONFIRMATION OF NEXT MEETING DATE

October 7, 2013

ADJOURNMENT

The meeting was adjourned on a motion by Sandy McGarity and a second by Rita Bailery