

Henry County Library System Board of Trustees
Regular Meeting Minutes
McDonough Library
February 7, 2011

- Indicates actions taken

Chairman Gordon Baker called the meeting to order at 5:30 PM. Board members present were Marianne Morfoot, Pat Watson, Jan Lowe, and Cicely Bland. Also present were Director Carolyn Fuller, Assistant Directors Pam Bagby and Allison Moyer, Bookkeeper Deb Morris, Financial Clerk Ladonna Poole, and Network Administrator Amanda Cox.

Approval of Agenda

- The agenda was approved with the addition of the 2010 Budget under New Business on a motion by Marianne Morfoot, seconded by Jan Lowe.

Approval of Minutes

- The Minutes of the December Regular Meeting were approved with the correction of a typo on a motion by Pat Watson, seconded by Cicely Bland.

Director's Report

Thank you letters were sent to Coralie Cox and Al Bowen for their service on the Library Board. Commissioner Bowman has not yet appointed a new Board representative. Love Your Library Day has been postponed from February 14 because the House is in recess. Friends of GA Libraries met at MD in February. HCLS hosted the Galileo Steering Committee and RACL Committee on February 4. Carolyn noted that she, Amanda, Pam, Kathy, and Allison had taken several online webinars recently on e-books. On January 27, Carolyn and Allison attended the Georgia Council of Public Libraries "Celebrate Public Libraries" at the Capitol, and several representatives sought out Carolyn to discuss libraries. Several Branch Managers joined Carolyn, Amanda, Pam and Kathy at the Georgia Library Association Midwinter Planning Committee meeting at Clayton State University on January 28. PINES Executive Committee is scheduled to meet Thursday, February 10th at the new Fortson Library from 10AM-12PM. Carolyn explained the value of COMO (Council of Media Organizations). Overall, most of December and January were spend planning and doing workshops. Administrative staff has also been proctoring many exams.

Treasurer's Report

Revenues are exceeding expenditures. The Library has been able to buy some books. We are hopeful that the Friends Roast will bring in lots of revenue for the Summer Reading Program. The Galileo Committee generously opted to pay our Galileo bill for us this year because of our consistency in allowing them to meet in the Admin meeting room.

- The Treasurer's Report was accepted on a motion by Cicely Bland, seconded by Pat Watson.

Old Business

The Old Hampton Library was appraised at \$365,000 based on current values. The precedent set with ST and MD is of an intergovernmental transfer where the local government purchased the property for the appraised value plus 10%. We are very restricted in how we sell it. We cannot put it in the hands of a realtor. If we sell outside of the government, the property must be sold at auction. The Board asked Carolyn to inform HA, the County, and the State of the property's availability and learn if there is any interest in an intergovernmental transfer.

New Business

Mike Bush informed Carolyn of the 10% budget cut for FY 2012 (amounting to a 30% cut in funding over the past three years). Carolyn stated that she believed the decision had already been made and that in fact many departments were cut 15% according to an article in the Herald. We are also likely to see a rate increase from Georgia Power. We are working to get VOIP in all the libraries. It is saving us a great deal at Hampton. We are hopeful that the County will do our audit again this year which saves us \$8,000. Nevertheless, we will have to furlough staff in order to make up for the shortfall.

- The 10% budget cut for FY 12 was accepted by the Board on a motion by Jan Lowe, seconded by Pat Watson.

Carolyn noted that Administration met for an entire day in January to discuss strategic planning. Cicely Bland came to observe and also participated some in the discussions. When funding is reestablished, HCLS wants to be poised to act. At the meeting staff discussed, Library System planning and history, what they knew about the library, what they knew about patron needs, what was not known, partnerships, funding sources, and strategic planning steps that need to be taken. The next step is to invite a consultant from GPLS to look at what we've discussed so far and guide us forward in our planning. Carolyn plans to call and set that up next week. In the interest of offering more services without benefit of additional funds, Carolyn and staff have been brainstorming ideas. One of which is to use some donated funds to purchase a special webcam that can be used to record staff telling stories to children, then place the links to these videos on our website. Another idea is to allocate some of our collection funds to e-books which are rapidly growing in popularity.

- The revision of the Volunteer/Community Service Workers Agreement to include a dress code was accepted with the correction of a word omission on a motion by Marianne Morfoot, seconded by Pat Watson.

- The revision of the Study Room Policy to include a caveat about unclaimed reservations was accepted on a motion by Cicely Bland, seconded by Jan Lowe.

Confirmation of Next Meeting Date

- The next Board meeting date of Monday, March 7, 2010 at 5:30 PM was confirmed. It will take place in McDonough.

Adjournment

- There being no further business the meeting was adjourned at 6:52 PM on a motion by Jan Lowe, seconded by Cicely Bland.