

HENRY COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
REGULAR MEETING MINUTES *DRAFT*
March 1, 2021

- *Indicates action taken*

CALL TO ORDER

Dr. Rita Bailey called the meeting to order at 5:30 PM.

In attendance: Chair Dr. Rita Bailey, Vice Chair Mary Scroggs, Secretary Kathy Gardner, Treasurer Sharon Ponder, Anne Franklin, and Chet Ivey. Leslie Wantland attended via video.

Also in attendance: Library Director Kathryn Pillatzki and HCLS Secretary/Receptionist Aimee Leavitt.

ADDITIONS/APPROVAL OF AGENDA

- Motion by Sharon Ponder to accept the agenda, seconded by Chet Ivey; motion approved.

APPROVAL OF MINUTES

The Board reviewed the minutes of the January meeting. Anne Franklin pointed out a typographical error on page 1 of the January minutes, which was corrected. (There was no meeting in February.)

- Motion by Mary Scroggs to accept the corrected January 4, 2020 minutes, seconded by Leslie Wantland; motion approved.

DIRECTOR'S REPORT

Kathy Pillatzki provided an update on staff and branch activities for January and February. Following the direction of the Board at the January meeting, panic buttons were installed at all library branches and in the administrative wing in February. These work with our existing security systems. Marketing Director Joy Caldwell secured a \$1500 grant from Georgia Public Library Service for marketing HCLS digital services. The Director attended several virtual meetings and training sessions, and was asked to participate in the Henry County Transit Master Plan Stakeholder Committee. The committee has had one virtual meeting and one virtual public meeting so far. The Director also updated the Board on the status of the libraries serving as early voting locations. Dr. Bailey and Kathy Pillatzki had a virtual meeting with the Director of the Henry County Elections department. The Hampton and Locust Grove libraries are being used for voting in March but the Elections Department will continue to look for better locations prior to the November elections.

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

TREASURER'S FINANCIAL REPORTS

Update from the Director

The state legislature voted to increase materials funding to public libraries from 25 cents per capita to 40 cents per capita through June 2021.

HCLS has had no communication from county staff regarding the local budget process yet. Leslie Wantland mentioned that the School Board has yet to allocate the \$5000 they budgeted to support the library system; it is under consideration as they are reevaluating support for outside agencies.

There was an update to a question asked in the January meeting regarding the \$8,000 line item for Unique Management that has not been spent to date. Unique Management suspended collection activity in March 2020 due to multiple factors related to the COVID-19 pandemic. Due to economic hardship experienced by many patrons, and related delays in library workflows, HCLS has not yet authorized Unique Management to recommence collection efforts. Other expenditures are as expected for this point in the fiscal year.

- Motion by Kathy Gardner to accept the Treasurer's Report, seconded by Anne Franklin; motion approved.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Appointment of a nominating committee for officer elections at the April meeting.

Dr. Bailey appointed a Nominating Committee to present a slate of officers to be voted on at the April meeting. Leslie Wantland will lead the Nominating Committee; other committee members are Anne Franklin and Chet Ivey.

Proposed consolidation of the HCLS Conduct in Libraries Policy and the Unruly Behavior Policy into a single policy: the Library Director reported that as part of a routine review of existing policies, she discovered that the Unruly Behavior Policy and the Conduct in Libraries Policy were very similar in content and intent. She presented a draft of a single policy that would consolidate the two existing policies and make the Unruly Behavior policy redundant.

- Motion by Chet Ivey to rescind the HCLS Unruly Behavior policy, seconded by Sharon Ponder; motion approved.
- Motion by Mary Scroggs to accept the revised HCLS Conduct in Libraries Policy, seconded by Sharon Ponder; motion approved.

COVID vaccine availability

The Library Director reported that the State Librarian is continuing to lobby the Georgia Department of Public Health for the inclusion of public library staff in Tier 1B of the vaccine rollout. So far there has

been no decision. The Director is making staff aware of vaccine opportunities as they become available, in case any staff members are in Tier 1A due to age or other personal factors.

The Library Director also shared some legal information from virtual classes she has attended regarding employee rights related to the COVID vaccine, whether employers can require staff to receive the vaccine, and whether employers can require proof of vaccination. This presentation was for informational purposes only, so no vote was taken, but Board members were encouraged to review the information in advance of future discussion and possible Board action on this topic.

CONFIRMATION OF THE NEXT MEETING DATE

The next regular meeting of the Henry County Library System Board of Trustees will be on Monday, April 12, 2021 at 5:30 PM in the administration meeting room of the McDonough library. The meeting was originally scheduled for April 5, but local schools are observing spring break that week and a number of Library Board members are unavailable on that date.

- Motion by Sharon Ponder to move the next meeting from April 5 to April 12, seconded by Chet Ivey; motion approved.

ADJOURNMENT

- Motion by Mary Scroggs to adjourn the March 1, 2021 meeting, seconded by Kathy Gardner; motion approved.