

**HENRY COUNTY LIBRARY
BOARD OF TRUSTEES
Board Minutes
McDonough Library
Agenda March 3, 2014
5:30 PM**

CALL TO ORDER

The meeting was called to order by Chairman Gordon Baker. Those in attendance were Jan Lowe, Marianne Morfoot, Kathy Gilbert, Mary Scroggs. Staff in attendance were Kathy Pillatzki, Pam Bagby, LaDonna Poole, Amanda Cox, Jennifer Lautzenheiser, and Carolyn Fuller.

ADDITIONS/APPROVAL OF AGENDA

The agenda was amended with additions of appointing a nominating committee and discussion of social media policy on a motion by Marianne Morfoot and a second by Kathy Gilbert.

APPROVAL OF MINUTES

The minutes from the January meeting were approved with the addition of clarification of 'when' and 'any proposed' entered in the discussion of Old Fortson Library Proposal on a motion by Kathy Gilbert and a second by Marianne Morfoot. Jan Lowe abstained.

DIRECTOR'S REPORT

Carolyn Fuller presented the Director's Report for February with further discussion of the redevelopment of the Friends of the Library as a regularly meeting entity. The Director's Report was accepted on a motion by Kathy Gilbert and a second by Mary Scroggs.

TREASURER'S FINANCIAL REPORTS

None.

COMMITTEE REPORTS

Chairman Gordon Baker appointed Kathy Gilbert, Marianne Morfoot, and Mary Scroggs to the Nominating Committee.

OLD BUSINESS

Book challenges from out of county
Carolyn Fuller consulted with Julie Walker, Deputy State Librarian for the State of Georgia about library policies in regards to geographical boundaries for book challenges. Two recommendations were made. Most of the funds used to purchase materials are from Henry County sources; therefore, challenges could be limited to tax payers. Additionally, Julie Walker recommends discussing this topic with a legal advisor at the Director's Meeting in May. The Board also offered support for wording used to address a current book challenge that occurred within the county.

Old Fortson Library

Carolyn Fuller confirmed with the City of Hampton that the proposal from the American Legion Post 330 would need to go through the planning and zoning committee meeting for approval. A representative of the American Legion was not present to discuss the details of a proposed agreement. Marianne Morfoot and Kathy Gilbert agreed point 2: ALP will maintain landscaping, pay for the utilities, and maintain the building; should be more specific. Carolyn Fuller agreed to reflect upon some commercial lease samples to determine more detailed wording. Points 3 and 4 will be modified to remove any contradiction. Kathy Gilbert asked for distinction to be made between special event insurance, renters insurance and liability insurance. Carolyn Fuller agreed to consult with the insurance company on the details of insurance required. Mary Scroggs, Marianne Morfoot, Kathy Gilbert, and Gordon Baker all agreed a provision not allowing liquor should be added to any proposed agreements. Mary Scroggs opened discussion on whether the library wants to pursue lease to purchase advertisement. Discussion continued on the requirements necessary with planning and zoning. Carolyn Fuller agreed to contact planning and zoning to discuss options of rezoning. Kathy Gilbert expressed concern over public hearing expenses.

NEW BUSINESS

Budget

Carolyn Fuller presented the budget history and requirements for the upcoming year. The increase in health insurance, increased retirement benefit payments, and increased utility costs require an increase in budget to \$1,750,000. In order to re-open on Fridays and end staff furlough days, a budget of \$2,000,000 is required. Discussion of the new proposed funding for libraries by the state followed.

Eagle's Landing Library Service

Carolyn Fuller presented a 24-hour self-service option for library services in Eagle's Landing. The unit will cost \$200,000 for set-up, and installation. Ongoing maintenance agreements are \$20,000 annually. The unit would house its own collection of mostly best sellers. Gordon Baker expressed an interest in learning more from other libraries using these. Jan Lowe advised that based upon the units being new to wait for the price to go down and the service to identify and resolve any difficulties in service delivery prior to committing.

HCLS Social Media Policy

Kathy Pillatzki presented the HCLS Social Media Policy. The intent of the policy is to clarify the role of social media in library services. The policy states the current usage of social media within Henry County Library System and participation by patrons and employees. Discussion covered the current usage and increase in contact with the community through social media. The board approved the HCLS Social Media Policy on a motion by Marianne Morfoot and a second by Jan Lowe.

Carolyn Fuller shared a request from the Henry County Arts Alliance to host a reception with wine. The board agreed unanimously that alcohol could not be present within the library.

CONFIRMATION OF NEXT MEETING DATE

April 7, 2014

ADJOURNMENT

The meeting was adjourned on a motion by Kathy Gilbert and a second by Jan Lowe.