

**HENRY COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
REGULAR MEETING, BOARD MINUTES DRAFT
April 4, 2022**

- *Indicates action taken*

CALL TO ORDER

Mary Scroggs called the meeting to order at 5:30 PM.

In attendance: Board Chair Dr. Rita Bailey, Vice Chair Mary Scroggs, Anne Franklin, Chet Ivey, and Leslie Wantland.

Also in attendance: library employees; HCLS Director Kathryn Pillatzki, Business Manager Debra Morris, Business Manager Terri Crump-Stalls, Financial Clerk Angela Millen, and Administrative Assistant Aimee Leavitt.

ADDITIONS/APPROVAL OF AGENDA

- Motion by Anne Franklin to accept the agenda, seconded by Leslie Wantland; motion approved.

APPROVAL OF MINUTES

- Motion by Chet Ivey to approve the March 7, 2022 minutes, seconded by Leslie Wantland; motion approved.

DIRECTOR'S REPORT

The Director recognized Dr. Rita Bailey on her retirement from the Library Board of Trustees. Dr. Bailey has served on the Board for 10 years, including 3 as Board Chair. She was presented with a plaque honoring her service.

Several new employees were introduced, including Financial Clerk Angela Millen and Business Manger Terri Crump-Stalls. Debra Morris will be retiring at the end of June, and will be working with both new hires to assure a smooth transition for the Finance department.

The Director presented an update on staff and branch activities for March, 2022. Several members of the administrative team attended Library Day at the Capitol on March 10, and met with members of the Henry delegation regarding funding for the renovation of the McDonough library. As of the meeting time, the State Senate had approved the FY23 budget which included \$900,000 for the renovation of the McDonough library; a vote by the House was expected to follow shortly. Once approved by both chambers, the budget will move to the Governor for approval. The Director will

attend a professional development seminar the week of April 11 on the topics of Facility Planning and Disaster Preparedness in preparation for the renovation project. The self-check-out machines that were purchased with an ARPA Tech grant have been deployed and are in use at all five libraries.

- Motion by Leslie Wantland to accept the Director's report, seconded by Anne Franklin; motion approved.

TREASURER'S FINANCIAL REPORTS

A financial report was presented by Debra Morris. Expenditures and revenues for the third quarter are as expected.

- Motion by Anne Franklin to accept the Treasurer's Report, Seconded by Chet Ivey; Motion approved.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Executive Session for the purpose of the Director's annual review and compensation.

- Motion by Chet Ivey to leave the regular session and move to executive session, seconded by Leslie Wantland; motion approved at 6:00 PM. See minutes of executive session and notarized Affidavit of Executive Session (attached).

The Board presented the Director's annual review and voted to amend the Director's salary for Fiscal Year 2022, and to approve the Director's salary for Fiscal Year 2023, to reflect changes in allocations by the State Legislature to the base rate for state salary grants.

- Motion by Anne Franklin to conclude the executive session and return to regular session, Seconded by Chet Ivey; motion approved at 6:25 PM.

Delegation of Signatory Authority to the Library Director.

- Motion by Anne Franklin to delegate signatory authority to the Library Director for Fiscal Year 2023, seconded by Leslie Wantland; motion approved.

Election of Officers

On behalf of the Nominating Committee, Leslie Wantland presented the following slate of officers:

Sharon Ponder, Chair
Mary Scroggs, Vice Chair
Anne Franklin, Secretary
Chet Ivey, Treasurer

- Motion by Leslie Wantland to accept the presented slate of officers, seconded by Chet Ivey; motion approved.

CONFIRMATION OF THE NEXT MEETING DATE

The next regular meeting of the Henry County Library System Board of Trustees will be on Monday, May 2, 2022 at 5:30 PM in the administration meeting room of the McDonough library.

ADJOURNMENT

- Motion by Chet Ivey to adjourn the April 4, 2022 meeting, seconded by Anne Franklin; motion approved.