

**Henry County Library System Board of Trustees**  
**Regular Meeting Minutes**  
**McDonough Library**  
**May 2, 2011**

- Indicates actions taken

Chairman Gordon Baker called the meeting to order at 5:30 PM. Board members present were Marianne Morfoot, Pat Watson, Sandy McGarity and Cicely Bland. Also present were Director Carolyn Fuller, Assistant Directors Pam Bagby, Kathy Pillatzki and Allison Moyer, Bookkeeper Deb Morris, Financial Clerk Ladonna Poole, Director of LSTA Statistics and Research Diana Very, and Photographer Julie Hoover-Ernst.

**Approval of Agenda**

- The agenda was approved on a motion by Sandy McGarity, seconded by Pat Watson.

**Approval of Minutes**

- The Minutes of the March Regular Meeting were approved on a motion by Sandy McGarity, seconded by Cicely Bland.

**Director's Report**

Carolyn mentioned that she had attended the Evergreen International Conference, and she explained how Evergreen is open source software that is used in many states and countries. Whenever someone writes something new to the software, it is available to everyone. She noted that we have planned two financial workshops (Get Money Smart @ your library) in partnership with the Henry County Development Authority and the Georgia Federal Credit Union. They will be led by Vickie Loper and hosted at the Stockbridge and McDonough branches. Posters and bookmarks will be advertising the program. It is also on our website, Facebook, and twitter.

Amanda Cox finished editing the Library Times for the Summer Reading Program insert in the Henry County Times, and the summer is looking good in terms of programming and activities for children and young adults. The Friends of the Library earned \$8,000 at the Roast. A book sale is scheduled for May 7 which will include a bake sale to benefit the SRP.

PINES training and annual meeting is being held at the Conyers/Rockdale Library May 2-4. Several staff will be attending the workshops which will conclude with an executive meeting. Carolyn will lead her last Georgia Council meeting on Thursday. Deb attended a Business Manager's Conference in North Georgia paid for by GPLS.

Butch Sanders and Mike Bush will be meeting with Carolyn and Deb to work on the library budget. This meeting was mentioned at the last Board of Commissioners meeting.

### **Treasurer's Report**

Deb Morris reported that our revenue so far this fiscal year has been \$1,588,053.92 and that our expenditures have been \$1,271,454.69. As such, we currently have a balance of \$316,569.23 which should last us these next two months. In June, Deb will break these figures down by branch for each trustee.

### **Old Business**

Julie Hoover-Ernst took photos of the Library Board for the Board of County Commissioners website.

Diana Very discussed the plans and procedures for conducting focus groups and surveys to aid in strategic planning. She handed out instructions and engaged in a lively question and answer session with the Board. She explained that she would be facilitating the meetings but that it would be the job of each trustee to find neutral places to host the meetings, invite people to the meetings, and get out and conduct the surveys. Diana also said that she would take care of printing the surveys. The surveys and information about the focus groups will be placed on the website, and Channel 14. Gordon asked that all the board members find a place for their focus group to meet and one or two places to conduct the surveys; then come prepared with this information at the June meeting. Further discussion of this project will take place then. Cicely Bland added that she had met with Bob White who is willing to underwrite a business center at FV.

The city of Hampton is going into executive session tomorrow and will hopefully be discussing whether or not to purchase the old HA building.

### **New Business**

Carolyn Fuller offered two recommendations for restructuring the computer area at the Cochran Branch after Bob White offered to purchase the needed computers. The funds would come from money left over from the sale of the original Cochran branch.

- Cicely Bland moved that the board accept the option to spend \$9084 to turn the computers away from the wall and add new tables (establishing a set up much like the current Fortson library). Marianne Morfoot seconded the motion, and the board approved.

### **Adjournment**

- There being no further business the meeting was adjourned at 7 PM on a motion by Pat Watson, seconded by Cicely Bland.