

HENRY COUNTY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
McDonough Library
June 2, 2014

- Indicates actions taken

CALL TO ORDER

Chairman Gordon Baker called the meeting to order at 5:30 pm. Board members present were Kathy Gilbert, Marianne Morfoot, Mary Scroggs, Rita Bailey, and Jan Lowe. Staff members present were Director Carolyn Fuller, Assistant Directors Kathy Pillatzki, Pam Bagby, and Jennifer Lautzenheiser, Bookkeeper Deb Morris, Financial Clerk Ladonna Poole, Network Administrator Amanda Cox, Public Relations/Communications Cassandra Ryan, Fortson Library Branch Manager Tangela McKibbens. Community members present were Sheriff Keith McBrayer, Board of Commissioners Chairman Tommy Smith, and District 3 Commissioner Gary Barham.

ADDITIONS/APPROVAL OF AGENDA

- A motion for the Old Fortson Library discussion to be moved to the first topic of discussion was made by Jan Lowe. Mary Scroggs seconded the motion.
- The amended agenda was approved on a motion by Kathy Gilbert, seconded by Rita Bailey.

APPROVAL OF MINUTES

- The corrected Minutes of the April Regular Meeting were approved on a motion by Kathy Gilbert, seconded by Marianne Morfoot.

OLD BUSINESS

Old Fortson Library Building: Sheriff Keith McBrayer presented as a member of the Fortson Foundation. The Fortson Foundation expressed an interest in purchasing the vacant Fortson Library building for use as a community center. Gordon Baker, Kathy Gilbert, Jan Lowe, Marianne Morfoot all expressed interest in entertaining offers.

- The Board agreed to invite a proposal from the Fortson Foundation pending approval of zoning on a motion by Kathy Gilbert with a second by Mary Scroggs.

DIRECTOR'S REPORT

- The April-May Director's Report was accepted on a motion by Kathy Gilbert with a second by Jan Lowe.

NEW BUSINESS

Budget – Local

Carolyn Fuller provided a handout detailing the current budget and allotment from the county. Carolyn provided her request dated February 5, 2014 to submit a budget proposal. She also submitted that the county budget was set prior to the April 15th meeting to present library budget needs. County budget for the library was set without considering any input by the library. Mary Scroggs inquired about State funding. Carolyn shared that this was also cut. Kathy Gilbert shared the economic impact of libraries and that the staff continues to retain 52 furlough days per year. Carolyn Fuller shared the interest of patrons to support the library financially with bake sales and car washes. Mary Scroggs contrasted past years in which both the library and county incurred cuts to this year in which the library remains in fiscal peril while the county increases staff and grants 2% raises to current staff. This statistic cited per the Board of Education website per Kathy Pillatzki upon dispute by Tommy Smith. Commissioners expressed an interest in the library pursuing more grants to fund operations. Kathy Pillatzki and Carolyn Fuller shared the restrictions in grant funds to new services provided with no allotment for administrative or operational expenses. Jan Lowe asked Commissioner Tommy Smith directly if the budget could be changed. Chairman Tommy Smith stated that the Commissioners could consider amending in September or revisit in December. He stated that the county already removed 10 million out of the County's Fund Balance to get where they are now. Commissioner Gary Barham expressed concern that the Commissioners had not been made aware of the library's budgetary needs and requested further information on who received the information in February. Carolyn Fuller provided emails to Angie Sorrows from February and March and details from April 15th meeting. Commissioner Gary Barham expressed an interest in the library system asking local municipalities for funding.

- A motion by Kathy Gilbert to develop a plan and criteria used to close a branch was passed with a second by Mary Scroggs. Rita Bailey remained opposed.

Jan Lowe requested suggestions for alternatives. Discussion continued of grants and legalities of municipal and school board funding of the libraries.

- A motion by Jan Lowe to close discussion of local budget was seconded by Kathy Gilbert and passed.

Commissioner Gary Barham expressed surprise that he'd not been made aware of the library's attempts since March to increase funding.

- Kathy Gilbert made a motion to require the Library Director to copy all Commissioners on finance communications. This was seconded by Jan Lowe and was passed unanimously.

Budget – State

Deb Morris presented the State budget for the fiscal year. There shortfall must come from either services or materials or a combination of both. Marianne Morfoot inquired about the IMPACT fees. IMPACT fees are required to provide materials. Marianne Morfoot suggested that since IMPACT fees cannot be used for services, it would be best to reduce materials.

- A reduction in the materials budget by the amount of the state budget shortfall was approved on a motion by Kathy Gilbert with a second by Marianne Morfoot.

Open Records Request

An open records request was received by the library for the usage of the Hampton City donation. The request was fulfilled by Carolyn Fuller and mailed by certified letter on May 28, 2014.

CONFIRMATION OF NEXT MEETING DATE

July 7, 2014

ADJOURNMENT

- There being no further business, the meeting was adjourned at 7:27 pm on a motion by Kathy Gilbert and a second by Marianne Morfoot.