

**HENRY COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
REGULAR MEETING, BOARD MINUTES DRAFT
August 2, 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, Treasurer Sharon Ponder, Anne Franklin, Chet Ivey, and Leslie Wantland. Also present were Library Director Kathryn Pillatzki and Administrative Assistant Aimee Leavitt.

ADDITIONS/APPROVAL OF AGENDA

- Motion by Mary Scroggs to accept the agenda, seconded by Anne Franklin; motion approved.

APPROVAL OF MINUTES

- Motion by Mary Scroggs to accept the June 7, 2021 minutes, seconded by Chet Ivey; motion approved. (There was no meeting in July 2021.)

DIRECTOR'S REPORT

The Library Director shared staff activities from June and July. Three of the HCLS youth services staff were recognized for exceptional achievements: Anna Cogdill at the McDonough branch has completed her Master of Library and Information Science degree from Valdosta State University; Meaghan Davidson at the Fortson branch has begun her MLIS studies and was awarded a national scholarship by the American Library Association, and Charles Griffin at the Fairview Branch was accepted to the MLIS program at VSU and will begin studies this fall.

Gail Evans was recognized for her service to HCLS as Assistant Director; her last day was July 23 and she has accepted the position of Director at Dougherty County Public Library System in Albany, GA. Gail is the fourth Library Director in Georgia to become a Director immediately after working at HCLS, which is a reflection on us statewide as an incubator for public library leadership. Steps are being taken to fill her position.

The Director reported that in early July staff received word of the death of Mary Robertson, the first Library Director at HCLS after we withdrew from Flint River Regional Library System. Mary was instrumental in setting up HCLS as a single county system. Plans are underway to honor her legacy.

An overview of ARPA grants was provided, including a breakdown of the different grants and processes to apply. HCLS has completed the application process for the Digital Inclusion grant for ebooks; the Director and HCLS Network Administrator are

working on the grant application for the technology portion. The third allocation will be spent by GPLS on behalf of all GA public libraries on eBook Kids and other databases.

The Director also shared an email received from Kathy Garner resigning her position on the Library Board as representative of District I. She has also notified Commissioner Wilson so he can appoint a replacement.

- Motion by Mary Scroggs to accept the director's report, Seconded by Leslie Wantland; Motion approved.

TREASURER'S FINANCIAL REPORTS

The HCLS Business Manager is working on closing the books for FY21 and preparing for our annual audit. As we have just begun a new Fiscal Year, there was no treasurer's report.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was a discussion of the newly declared State of Emergency in Henry County due to the spread of COVID-19 variants. The Board of Commissioners has mandated that all visitors to county-owned facilities wear a mask or face covering and have their temperature checked before entering. The Library Board of Trustees discussed this and opted to follow the same protocols, as the libraries operate in county-owned buildings. In addition, HCLS will maintain existing limits on the length of library visits and the number of visitors in the buildings at one time. COVID protocols will be revisited at the September Board meeting.

There was a discussion of the HCLS strategic plan, which was in effect through September, 2021. The stakeholder meetings and community surveys that would have provided feedback for the crafting of a new strategic plan have been impossible due to the COVID pandemic. The Director provided a written update of the status of each goal in the existing plan, and discussed the option of acquiring software to allow us to solicit community input via our website and social media.

- Motion by Sharon Ponder to to extend the existing HCLS strategic plan through September 2022, seconded by Mary Scroggs; 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, September 13 at 5:30 PM in the administration meeting room of the McDonough library.

ADJOURNMENT

- Motion by Mary Scroggs to adjourn the August 2, 2021 meeting, seconded by Leslie Wantland; motion approved.