

HENRY COUNTY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
McDonough Library
August 4, 2014

- Indicates actions taken

CALL TO ORDER

- Chairman Gordon Baker called the meeting to order at 5:32 pm.

Board members present were Sandy McGarity, Mary Scroggs, Kathy Gilbert, Rita Bailey, Marianne Morfoot, and Jan Lowe. Staff members present were Director Carolyn Fuller, Assistant Directors Kathy Pillatzki, and Jennifer Lautzenheiser, Bookkeeper Deb Morris, Financial Clerk LaDonna Poole, Public Relations/Communications Cassandra Ryan, Network Administrator Amanda Cox, and McDonough Public Library Branch Manager, Kaye West.

ADDITIONS/APPROVAL OF AGENDA

The agenda was modified to include recognition of 40 years of service by Kaye West and a vote on library open hours during the scheduled hardware and patron duplicate account clean up beginning on August 28, 2014.

- The agenda was approved with additions on a motion by Sandy McGarity with a second by Kathy Gilbert.

APPROVAL OF MINUTES

- The July Regular Meeting Minutes were accepted on a motion by Marianne Morfoot with a second by Rita Bailey.

RECOGNITION OF KAYE WEST FOR 40 YEARS OF SERVICE BY THE LIBRARY BOARD OF TRUSTEES

DIRECTOR'S REPORT

Mary Scroggs reported on her library outreach at the Henry County Parent Expo.

TREASURER'S FINANCIAL REPORTS

Deb Morris reported that the library is awaiting the auditors visit.

OLD BUSINESS

Old Fortson Library Building

Director Carolyn Fuller presented a chart of options for response to the Fortson Foundation's offer on the Old Fortson Library Building. Jan Lowe questioned whether the closing costs were accurate. Sandy McGarity confirmed that the closing costs were an estimate. Jan Lowe made the recommendation that the library counters \$275,000 with the buyer paying all closing costs.

- A motion was made by Kathy Gilbert to counter the offer with a second by Jan Lowe. It passed unanimously.

NEW BUSINESS

Director Carolyn Fuller provided the schedule for the upgrade to hardware and patron database. The Evergreen software will be inaccessible beginning Thursday, August 28th at 6:00 pm until Tuesday, September 2nd. Once the computer software is down, the library will be unable to circulate materials or conduct regular business. The library is already scheduled to be closed on Sunday, and Monday, due to the holiday. Carolyn Fuller pointed out that the libraries were to be closed due to no fault of the staff so their pay will not be reduced.

- A motion to close all 5 libraries at 6:00 pm on Thursday, August 28th due to the scheduled upgrade was made by Kathy Gilbert with a second by Rita Bailey. It passed unanimously.

Kathy Pillatzki provided an additional update that the request for funds to be allocated to the library by the Henry County Board of Commissioners is expected to be on November's Board of Commissioner's Regular Meeting Agenda.

CONFIRMATION OF NEXT MEETING DATE

- A motion to accept September 8, 2014 as the next meeting date was made by Kathy Gilbert, seconded by Jan Lowe.

ADJOURNMENT

- There being no further business, the meeting was adjourned at 5:55 pm on a motion by Kathy Gilbert and a second by Mary Scroggs.