

Cusseta-Chattahoochee County Library Board Meeting
Tuesday, November 18, 2025 - 6:00 pm
Cusseta-Chattahoochee Public Library

In attendance:

Chair Amanda Hollomon
Vice Chair Tanya Jones
Treasurer Christina Young
Linda Englebert
Teresa Williams

Also, staff members:

Branch Manager Mallie Brossett
Director Alan Harkness
Assist. Director for Public Service Katie Burnett

I. Call to Order

The meeting was called to order by Chair Hollomon at 6:00 PM.

II. **Approval of the Minutes**

Chair Hollomon asked for a motion to approve the minutes from July 15, 2025. Jones made the motion. Young seconded the motion. Unanimously approved by Hollomon, Englebert, Jones, Williams, and Young.

III. Public Comment

There were none.

IV. Treasurer's Report

Branch Manager Brossett gave the Treasurer's Report. Manager Brossett had to reconstruct the financials from the last fiscal year because the report she was given when she was hired and the bank account deposits and withdrawals did not match. She laid out everything she did in this report. Including the fact there was a significant difference in totals. She reviewed all the discrepancies and answered questions. She then over the current fiscal year. To make sure that in this fiscal year the library does not go over budget she is keeping all expenses within the amounts that have been deposited. She then went over another report of a budget provided by the county of what they pay for the library. Manager Brossett does not have access to those funds.

Chair Hollomon had some questions on the approved budget from May verses the actual way the budget will be planned for the year. Manager Brossett explained because the previous year was off significantly she is needing to be careful this year to stay below revenue and the May budget is not truly reflective of what can actually be spent. Manager Brossett will be working this year to refine the accounting of the budget so that by next year everything will be completely accurate, up to date and easier to understand. Chair Hollomon thanked Manager Brossett for diligent work on the accounts and budget.

V. Director's Report & Local Library Report

Director Alan Harkness presented the director's report. Branch Manager Bailey Carter for the Marion County Public Library secured a grant of over \$20,000 from the American Library Association to upgrade parking lot lights and make some ADA updates to the Marion Public Library. Manager Bailey has also secured another grant from Freedom to Red for \$7,000.00.

Director Harkness has taken the Parks Memorial Public Library off the state list. The PMPL has a new manager is going to be working with the government in that area and local companies to try and secure the matching funds needed for the state grant. He wants to give them time to secure those funds.

Director Harkness and several other administrative staff went to view the Georgia Military College Campus site on 7300 Blackmon Road as a possibility for the new NorthColumbus Public Library. It is in the right location, and the right size is needed.

VI. Local Library Report

Branch Manager Mallie Brossett presented the local library report. Summer reading numbers are similar to last year's. So far there have been 26 unique users with at least one entry. The number of minutes read is currently 51, 773 minutes across all age groups. Program participation is holding steady. There were 17 in attendance for Digeridoo Down Under, averaging 8 to 9 for Novel Tea, and 10-12 for Adult Craft Time. Michelle is working hard to promote the Monday Movie and Teen Takeover programs.

Upcoming programs: Friday, July 18 there will be a pop-up program to welcome back home to the outdoor garden Roxie the Rock Snake. Throughout the day anyone can stop by and paint a rock to add to her tail. July 25th will be the end of the Summer Party. There will be color themed crafts and games, watercolors, a colored powder throwing event, along with pizza and snow cones. Another goal for the library is to attend every open schoolhouse in the county this year. In August interviews for the open part-time position will be held. Brossett also shared a slide show of photos from the programs mentioned.

VII. Unfinished Business: there was none.

VIII. New Business

i. Welcome New Branch Manager

Chair Hollomon welcomed the new branch manager Mallie Brossett. Several board members praised the programs she has held that they have attended.

ii. **Approve adding the new branch manager to the bank account.**

Jones made a motion to remove Pam Burgamy from the Cusseta-Chattahoochee County Public Library bank account at Truist Bank and add the new branch manager Mallie Brossett.

Englebert seconded the motion. Unanimously approved by Hollomon, Englebert, Jones and Young.

iii. **Approve up to \$500 for sign part and repair.**

Jones made a motion to approve expenditures of up to \$500 dollars for parts and repair of the outdoor sign. Young seconded the motion. Unanimously approved by Hollomon, Englebert, Jones and Young.

iv. **Approve up to \$300 for refrigerator repair.**

Englebert made a motion to approve expenditures of up to \$300 dollars for repair of the refrigerator. Jones seconded the motion. Unanimously approved by Hollomon, Englebert, Jones and Young.

- v. Jones made a motion to add the following item to the agenda; **approve board candidate Teresa Williams to fill the open position on the Cusseta-Chattahoochee County Library Board and bring the board approval before the Consolidated Government of Stewart County for their approval.** Young seconded the motion. Unanimously approved by Hollomon, Englebert, Jones and Young.

vi. Approve board candidate Teresa Williams to fill the open position on the Cusseta-Chattahoochee County Library Board and bring the board approval before the Consolidated Government of Stewart County for their approval. Jones made a motion to approve board candidate Teresa Williams to fill the open position on the Cusseta-Chattahoochee County Library Board and bring the board approval before the Consolidated Government of Stewart County for their approval. Young seconded the motion. Unanimously approved by Hollomon, Englebert, Jones and Young.

- IX. Chair's Report: Chair Hollomon spoke to the board about participating in the hiring process for the new branch manager and how much she enjoyed engaging with that process. She also participated in the hiring round for the open part-time assistant position. They were unable to find a suitable candidate and will be holding new interviews in August.
- X. Board Education: Director Harkness plans to hold another System Wide Board Training in January of 2026. There were many positive reviews of the training that was held last January.
- XI. Next meeting date: October 21, 2025, at 6:00 p.m.

Meeting was adjourned at 6:54 PM