

Stewart County Library Board Meeting – Summary of Minutes  
February 8, 2024 – 1:00 pm  
Parks Memorial Public Library

In attendance:

Nea Permenter – Chair

Bobbi Boynton – Vice Chair

Martha McCoy

Susan Ramsey

Carmen Coy (to be confirmed by vote)

Also: Alan Harkness, Director, CVL

Doris Spinks-Russell, Parks Branch Manager

Lizette Cruz, Administrative Specialist, CVL

Chair Permenter called the meeting to order at 1:01 PM. Chair Permenter asked the board to review the minutes from the November 9<sup>th</sup>, 2023, meeting. Bobbi Boynton made a motion to approve the minutes, and Martha McCoy seconded the motion. The vote in favor was unanimous by Permenter, Boynton, McCoy, and Ramsey.

**There were no Public Comments.**

### **Treasurer's Report**

Branch Manager Doris Spinks-Russell presented the treasurer's report. Manager Spinks-Russell handed out a revised copy of the budget. After much work and with the help of the CVL Finance Department, Manger Spinks-Russell has been able to account for all funds that were unaccounted for at the last meeting. The budget balance as of February 1, 2024, is \$15, 298.49 including petty cash. McCoy made a motion to accept the treasurer's report as presented and Boynton seconded. The vote in favor was unanimous by Permenter, Boynton, McCoy, and Ramsey.

### **Director's Report**

Director Alan Harkness presented the director's report. Director Harkness has been named the Library Director of the Year for the State Georgia. On Monday, February 12<sup>th</sup>, there will be a local celebration for the public. On Monday, March 11<sup>th</sup> there will be a presentation by the Governor at the Capital. Director Harkness invited anyone who wishes to go to the capitol to let him know as the library will be taking several vehicles to drive guests up to the event.

Winter Reading ended at the end of January. Sign-ups were up 24% and completions were up 8% across the region. On February 19<sup>th</sup>, the library system closes for an all-day staff enrichment and training day. The featured guest will be Angela Stanley from the Georgia State Library. She will be training staff on 1<sup>st</sup> amendment audits.

Director Harkness wanted to make the board aware of the proposed State Senate Bill 390 that is going to the oversight committee for review in the coming weeks. He encouraged everyone to reach out to their local representatives and state senators about this bill.

On February 15<sup>th</sup>, there will be a special documentary screening in collaboration with the Columbus Museum, "All Me; The Life and Times of Winfred Rembert", at the Columbus Public Library. On February 22, the Muscogee Library Foundation is hosting author and poet DéLana R.A. Dameron to discuss her debut novel, "Redwood Court." Books will be available for purchase and signing.

The completion of the South Columbus Public Library renovation has been moved to the end of August or beginning of September.

### **Local Library Report**

Manager Spinks-Russell presented the local library report. The Stewart County pre-k and kindergarten classes have returned to the library for regular programming. Chair Yoga has also returned after the holidays. Starting next week in collaboration with Stewart County schools the district will be bussing in the pre-teens and teens for library programs.

### **Unfinished Business**

There was none

### **New Business**

#### **Motion to remove Jennifer Boling from the library bank account.**

McCoy made a motion to remove Jennifer Boling from the library bank account and Boynton seconded. The vote in favor was unanimous by Permenter, Boynton, McCoy, and Ramsey.

#### **Motion to add Nea Permenter to the library bank account for check signing.**

Boynton made a motion to add Nea Permenter to the library bank account for check signing and McCoy seconded. The vote in favor was unanimous by Permenter, Boynton, McCoy, and Ramsey.

#### **Motion to approve Carmen Coy for vacant position on the Stewart County Library Board.**

Boynton made a motion to approve Carmen Coy for the vacant position on the board and Ramsey seconded. The vote in favor was unanimous by Permenter, Boynton, McCoy, and Ramsey.

#### **Motion to approve janitorial bid.**

Eternal Touch gave the best bid for janitorial services at \$2,170.00. Coy made a motion to accept the bid by Eternal Touch at \$2,170.00. McCoy seconded the motion. The vote in favor was unanimous by Permenter, Boynton, McCoy, Ramsey and Coy.

### **Board Member Training**

At the request of all the board members, Director Harkness went over the Trustee manual and the responsibilities of library board members.

The next Stewart County Library Board meeting is scheduled for May 9<sup>th</sup>, 2024.

The meeting was adjourned at 2:37 PM.