

Muscogee County Library Board Meeting  
September 24, 2015  
Columbus Public Library

Minutes

MEMBERS ATTENDING

David Fox	Marion Scott
Meridith Jarrell	Helene Watson
James Dudley	Owen Ditchfield
Carleton Coleman	Mary Bode
Ken Illges	Edie Evans
Lori Auten	Len Williams

Ex-Officios: David Lewis, MCSD

MEMBERS EXCUSED

Dr. Frank Star

Ex-Officios: Shannon Smallman, MCSD  
Kia Chambers, MCSD  
Sharon Self, Muscogee County Friends of Libraries

OTHERS ATTENDING

Alan Harkness, CVL Director  
Sherry Goodrow, Administrative Assistant to the Director  
Lyn Anderson, CVL Chief Financial Officer  
Tracie Price, CVL Finance Manager  
Gabe Lundeen, CVL Deputy Director

David Fox - Chair called the meeting to order at 1:00 p.m.

MINUTES

The Chair asked if there were any corrections to the minutes of the August 21, 2015 meeting. Owen Ditchfield moved the minutes be approved as distributed. Meridith Jarrell seconded the motion. **The motion passed unanimously.**

## MCS D

Dr. Lewis was recognized by the Chair.

## TREASURER'S REPORT

Lyn Anderson reviewed the FY2015/2016 Budget Report with the Board. He stated that there were a few changes to the report in the Board Packet and updated copies had been passed out. Mr. Anderson reviewed Period One with the Board.

## DIRECTOR'S REPORT

The Director's Report was distributed to the Board prior to the meeting. The Director added the following to his report.

Mr. Harkness introduced the new Finance Manager Tracie Price.

Mr. Harkness went over the Children's Book Festival numbers with the Board. The number of people attending the Book Festival this year was up. The door count was up 6% and after going over all the figures they estimate the attendance being around 7,000 people.

Mr. Harkness said himself along with; Gabriel Lundeen, Tiffany Wilson and Board Member Marion Scott attended the PLA Boot-camp in Nashville. Information acquired there will help with Strategic Planning for FY2018.

## BRANCHREPORT

The Branch Report was distributed to the Board prior to the meeting. Gabriel Lundeen added they are working on how they brand the computer instruction. The Reference Department is going to start to issue appointment cards for people who need more extensive computer help. Staff gives help at the moment a patron needs help but sometimes a patron needs a longer period of help and this way they can make sure someone is available for a longer period of time.

## UNFINISHED BUSINESS

SPLOST - 1999

Mr. Harkness said they are using the last piece of the SPLOST funding which will fund the Security Gates and Self-checks.

Meridith Jarrell talked about protecting our resources, books and materials. Director Alan Harkness said that the RFP on the security gates closed on the 15th and they had the last meeting with the vendors the next day. There was a three month delay. Mrs. Jarrell said everything needed to be finish to protect the resources. Mr. Harkness said they were in the final process of making a selection on the gates and then the selection would go to the School Board for approval.

NEW BUSINESS -

- A. Facilities Committee Recommendations:
  - 1. The Ruth Brooks Yancey Children's Garden Signage and Plaque.  
**Recommendation passed unanimously.**
  - 2. Alma Thomas Collection Art Work  
**Recommendation passed unanimously.**
  
- B. Operations Committee Recommendations:
  - 1. Position reorganization for additional open hours.  
**Recommendation passed unanimously.**
  - 2. Revised Job Description: Information Technology Coordinator - CVL  
**Recommendation passed unanimously.**

CHAIR'S REPORT -

David Fox recognized Friends of the Library and the Library Foundation. He is very impress with the work they do to support the Chattahoochee Valley Libraries.

The meeting adjourned at 2:15 p.m.