

Minutes of the Stewart County Library Board
Thursday, June 11, 2020 – 1:00 pm
Parks Memorial Public Library

In Attendance:

Jenny Boling, Chair
Pam Green
Brenda Moore
Bobbi Boyton
Lisa Wischnewsky

Also in Attendance:

Alan Harkness, Director, CVL
Pepper Grimmatt, Branch Manager
Courtney Frederick

Chair Jenny Boling called the meeting to order at 1:03 pm.

Chair Boling asked for a motion to approve the minutes as presented. Bobbi Boyton moved to approve the minutes; Lisa Wischnewsky seconded the motion. Motion passed unanimously.

Treasurer's Report – Stewart County paid the money they owed CVL as promised. Branch Manager Pepper Grimmatt says she will send out the bills to all funding agencies in the new fiscal year. There was also discussion of the possibility of the City of Lumpkin returning to the participating agreement and helping to fund the library in the future. Discussion was tabled.

Director's Report – Director Alan Harkness discussed the PPE CVL is providing for branch staff, the local branch is not expected to absorb the cost. The system is providing thermometers, masks, gloves and hand sanitizer. Masks will be required for public computer users.

Director Harkness reports a lot has happened in the last year: the City of Richland came through on their financial promises to the Regional Office and to the Library Board. It was suggested the library consider sending the notifications via registered letter again next fiscal year.

The Fines Free program started in August 2019. Parks customers have returned more items, and have a lot fewer overdue items than in the past. New cardholders are coming in and that is a good thing for the community.

Harkness discussed state cuts, which are forthcoming, are not likely to hurt the Parks library.

Local Library Report – Manager Pepper Grimmett mentioned she has been working both from home and in the branch. Most of the furniture in the branch has been moved to the conference room to simplify cleaning and the MR cleaning service has been discontinued as Pepper feels she can do a better job. She feels confident that circulation will come around again.

Pepper described a photography project she was going to pay for with the additional Kirbo funds received again this year. Former resident George Mitchell has made available pictures from Stewart Residents going back to the 60's.

Staff are working on a Stewart County Family Tree that will include all the family names in the county.

The branch averages about 16 card holders a day for curbside pickup.

New Business -

- I. FY '21 Budget – Manager Grimmett presented the FY'21 Budget for review. There was discussion of a comparison to last year's budget. Motion by Brenda Moore to approve the FY'21 budget as presented, motion seconded by Bobbi Boyton. Motion passed unanimously.
- II. Reopening Plan – Director Harkness described what the libraries were doing in Muscogee and presented options for Stewart County. Lisa Wischnewsky moved to allow the manger discretion to move through the phases, adjust operating hours, and the days of the week during the temporary period of the library's reopening. Motion was seconded by Brenda Moore; motion passed unanimously.
- III. Director Harkness mentioned that while Pepper does a good job cleaning the building, should a case of COVID-19 emerge in the branch, it would be important for the board to hire a professional service to take care of the sanitization. Bobbi Boyton moved to allow Pepper to hire a firm with the Kirbo funds for cleaning as needed. Motion was seconded by Lisa Wischnewsky. Motion passed unanimously.

IV. Brenda Moore moved to add an item to the agenda, Bobbi Boyton seconded, motion passed unanimously.

- a. The board discussed adding another required signature on checks due to the bank not keeping sufficient records. Lisa Wischnewsky agreed to be the second signature. Brenda Moore moved to add Lisa Wischnewsky as a second signature, Pam Green seconded the motion. Motion passed unanimously.

Chair's Report – Chait Boling thanked library staff for their hard work to reopen the library during the pandemic and keep everyone safe.

Pam Green mentioned the school board will be hosting summer school virtually.

Director Harkness mentioned it would be healthy for the board to meet again in the fall.

Meeting adjourned at 2:30 pm.