

Chattahoochee Valley Libraries Board Meeting
Thursday, January 17, 2013
Columbus Public Library

Minutes

MEMBERS ATTENDING

Abbie Dillard Sivan Walker-Dixon
Frank Star Owen Ditchfield
Dorothy Kennedy

MEMBERS EXCUSED

Michelle Griffin
Lisa Goodwin

OTHERS ATTENDING

Claudya Muller, CVL Director
Lyn Anderson, CVL Chief Financial Officer
Debbie McGreggor, Administrative Assistant to the Director
Gabriel Lundeen, CVL Deputy Director

Chair Abbie Dillard called the meeting to order at 5:30 p.m.

MINUTES

The Chair asked if there were any corrections to the minutes of the October 18, 2012 meeting. Owen Ditchfield moved the minutes be approved as distributed. Frank Star seconded the motion. The motion passed unanimously.

PUBLIC COMMENT – There was none.

TREASURER'S REPORT

Lyn Anderson reviewed the revenue and expenses with the Board. He also reviewed outstanding funding authority revenue that has yet to be paid. He stated that Debbie McGreggor would be sending out reminders to the funding authorities within the next week. Frank Star moved and Owen Ditchfield seconded the motion to approve the Treasurer's Report as distributed. The motion passed unanimously.

DIRECTOR'S REPORT

The Director's Report was distributed to the Board prior to the meeting. Ms. Muller added to her report that Linda Hyles will be involved in a webinar in March. The topic of the webinar will be "Five Simple Ways to Market." Ms. Hyles was contacted about being involved in this webinar due to the success she had in marketing the Geek campaign.

UNFINISHED BUSINESS

Nominating Committee – Chair Dillard recognized Sivan Walker-Dixon for the Nominating Committee report.

Ms. Walker-Dixon presented the following recommendation for the 2013 Slate of Officers.

Abbie Dillard	Chair
Sivan Walker-Dixon	Vice Chair
Owen Ditchfield	Secretary

The committee recommendation passed unanimously.

NEW BUSINESS

The Chair reported that there were no recommended changes to the personnel policies up for review. She asked that the policies be approved as reviewed. Frank Star moved the approval of the review of the indicated personnel policies. Sivan Walker-Dixon seconded the motion. **The motion passed unanimously**

A. Personnel Policies Review

1. GAAA – Equal Opportunity Employment
2. GAE – Complaints and Grievances
3. GAEB – Harassment
4. GAK(1) – Criminal Background Check
5. GAL – Salary Deductions
6. GAMA – Drug free Workplace
7. GANA – Communicable Diseases
8. GBKA – Professional Personnel Lay-Off
9. GBQ – Professional Personnel Retirement
10. GBRH – Professional Personnel Leaves and Absences
11. GBRK-R – Professional Personnel Vacations
12. GCA – Classified Personnel Compensation Guides and Contracts

The Chair reported that there were no recommended changes to the operating policies up for review. She asked that the policies be approved as reviewed. Frank Star moved the approval of the review of the indicated operating policies. Sivan Walker-Dixon seconded the motion. **The motion passed unanimously.**

B. Operating Policies Review

1. GOV1 – Organizational Chart
2. GOV2 – By-Laws of the Chattahoochee Valley Regional Library Board
3. GOV3 – CVL Locations, Phone Number and Hours
4. GOV4 – Media Policies
5. GOV5 – Board Member Expense Reimbursement
6. GOV6 – Board Meeting Agendas
7. GOV7 – Collection Development
8. MNG1 – Confidentiality of Library Records

9. MNG2 – Statistics
10. MNG3 – Reconsideration of Library Materials
11. MNG4 – Facilities Use
12. MNG5 – Seasonal Exhibits and Displays
13. MNG6 – Alcoholic Beverages
14. MNG7 – Inclement Weather and Closing
15. MNG8 – Exhibits and Displays

CHAIR'S REPORT

The Chair's Report was distributed prior to the Board meeting. The Chair added to her report that she, as Regional Board Chair, and Meridith Jarrell, Muscogee County Library Board Chair, met and interviewed candidates for Interim Director.

A search firm for a new director has been selected and will be announced at the January Muscogee County Library Board meeting. The firm is currently developing a recruiting brochure to be used in the search.

COUNTY LIBRARY BOARD TRUSTEE REPORTS

Muscogee – Frank Star reported that planning is underway for a Columbus Children's Book Festival to be held in May. He stated that it is hoped that this will become an annual event such as the very successful Children's Book Festival in Savannah.

Gabriel Lundeen reported that the renovation of the South Columbus Public Library is almost complete and will be hosting a reopening on February 4, 2013.

Marion – Ms. Walker-Dixon reported that Marion County Public Library Manager, Charlynn Seidel, is currently doing book reviews for the local newspaper. She said Ms. Seidel has worked hard to make the building much neater and more inviting to the public.

Stewart – Ms. Kennedy reported that Mayor Gibson of Lumpkin attended the last Stewart County Library Board meeting. A decision on whether to build a new library or renovate the drug store has still not been made by the City Council.

Ms. Muller reported that the bookmobile will begin making routine visits to Lumpkin. She stated that since the library closed in Lumpkin, the bookmobile had only been to locations just outside the city.

Cusseta Chattahoochee -- Ms. Dillard reported that the Cusseta-Chattahoochee County Library Board will host their annual Funding Authorities Reception in February. Ms. Dillard stated the library was very appreciative of the efforts made in getting the DVDs that were purchased by the CCCPL Board with the grant from the Sumter Foundation processed and in the collection before Christmas.

There being no further business, the meeting adjourned at 6:15 p.m.