

Chattahoochee Valley Regional Library Board Meeting
Thursday, January 17, 2008
Columbus Public Library

Minutes

Members Attending

Frank Star	Helene Watson
Jimmy Elder	Carvel Lewis
Gary Griesheim	Abbie Dillard

Members Excused

Sivan Walker-Dixon
Meridith Jarrell

Others Attending

Claudya Muller, CVRLS Director
Lyn Anderson, CVRLS Chief Financial Officer
Debbie McGreggor, Administrative Assistant to the Director
Alice Budge

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

The Chair asked for any changes or corrections to the minutes of the October 11, 2007 meeting. Frank Star moved the minutes be approved. Jimmy Elder seconded the motion. **The motion passed unanimously.**

NOMINATING COMMITTEE – The Chair moved the Nominating Committee report to be given at this time and recognized Alice Budge for the report. Dr. Budge presented the following slate of officers for the 2008 year:

Abbie Dillard	Chair
Sivan Walker-Dixon	Vice Chair
Helene Watson	Secretary

Frank Star moved to approve the 2008 slate of officers. Jimmy Elder seconded the motion. **The motion passed unanimously.**

PUBLIC COMMENT – There was none.

TREASURER'S REPORT – The Chair recognized Lyn Anderson for this report. Mr. Anderson reviewed the financials with the board. Mr. Anderson reported that the four smaller counties (Quitman, Stewart, Marion and Cusseta-Chattahoochee) have paid their portion of the funding. Frank Star moved to accept the Treasurer's Report. Jimmy Elder seconded the motion. **The motion passed unanimously.**

DIRECTOR'S REPORT -- The Director's Report was distributed with the meeting packet. Ms. Muller said she had a few items to add to the report.

1. Preliminary information has been received on the State budget. They are recommending a 2.5% increase for teachers (this includes the library staff); \$500,000 for PINES and funds for upgrading broadband service.
2. Talking points on the Mildred L. Terry Construction Project were distributed to the board members. Ms. Muller explained that this gives them some background that they can use when speaking to the public or legislators about the project.
3. PEW/Internet Project – Excerpts from this report were distributed to the board members. Ms. Muller stated one of the most surprising results from the report was that 18 – 35 year olds are the main users of the Internet in the library. She informed the members that if they wished to see the entire report, she would provide it to them.

UNFINISHED BUSINESS

GOV7 – Collection Development Policy – Ms. Muller explained that these are the guidelines used to determine what is bought for the collection and what needs to be weeded from the collection. Frank Star moved to approve the policy. Helene Watson seconded the motion. **The motion passed unanimously.**

GOV8 – Conflict of Interest – Ms. Muller explained that this policy has been in the development process for quite some time. She stated that conflict of interest policies from the Chattahoochee Community Foundation, Concharty Girl Scouts Council, and other libraries were used in developing this policy. Jimmy Elder moved to approve the policy. Gary Griesheim seconded the motion. **The motion passed unanimously.**

NEW BUSINESS

The Chair explained that all policies must be reviewed annually by the Regional Board. She stated that the policies on the meeting agenda were being presented for reaffirmation. She said that since there were no changes to any of the policies she would asked that all of the policies be reaffirmed with one vote.

The following policies were reaffirmed:

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

Operating Policies Review

13. GOV1 – Organizational Chart
14. GOV2 – By-Laws of the Chattahoochee Valley Regional Library Board
15. GOV3 – Chattahoochee Valley Regional Library System Locations and Hours
16. GOV4 – Media Policies
17. GOV5 – Board Member Expense Reimbursement
18. GOV6 – Board Meeting Agendas
19. GOV7 – Collection Development
20. MNG1 – Confidentiality of Library Records
21. MNG2 – Statistics
22. MNG3 – Reconsideration of Library Materials
23. MNG4 – Facilities Use
24. MNG5 – Seasonal Exhibits and Displays
25. MNG6 – Alcoholic Beverages
26. MNG7 – Inclement Weather and Closing
27. MNG8 – Exhibits and Displays

Frank Star moved that all of the Personnel and Operating Policies presented be reaffirmed. Gary Griesheim seconded the motion. **The motion passed unanimously.**

Name Change – Ms. Muller stated that consideration was being given to a possible name change for the Chattahoochee Valley Regional Library System. She said that the system name is relatively long and will not fit on many of the forms that must be used. She said that she would want the name to be familiar enough that when it is said, people will know where the system is located. She gave an example of a system name change for Savannah. She said that Savannah's was several counties linked together which made it extremely long. They have changed their name to the Live Oaks Regional Library System. She

remarked that while it did shorten the name, it does not lend itself to familiarity with where the system is located.

Ms. Muller reported that several names have been suggested: Valley Regional, Chattahoochee Regional Library, Chattahoochee Library System and Fall Line Library System. She asked the Board to be thinking about possible suggestions for a name change. Ms. Muller reported that should the system decide to change the name, she would like to do it when the Quitman County Public Library transfers to the Kinchafoonee Library System since stationary will have to be changed at that time.

Quitman County Update – Ms. Muller reported that the Quitman County Public Library has issued a Letter of Intent to the Georgia Public Library Service to transfer out of the Chattahoochee Valley Regional Library System and into the Kinchafoonee Regional Library. Ms. Muller stated that this is an amicable decision for all parties involved. She stated that Quitman County shares not only a closer proximity to the libraries in the Kinchafoonee system but also shares legislators. She reported other positives for Quitman County would be the possibility up moving up the state construction funding list much quicker because Kinchafoonee has not built a new library in approximately 10 years whereas Chattahoochee Valley Region is currently requesting funding for the Mildred L. Terry Branch Library facility. She also stated that upon joining the Kinchafoonee System, Quitman County would automatically become a PINES library.

CHAIR'S REPORT – The Chair apologized for not having her report submitted with the meeting packets. She reported the following.

1. February 14, 2008 is Legislative Day for libraries. The event will be in Atlanta with lunch with the legislators. The Chair asked that any member wishing to attend please let her or Claudya Muller know by Friday, January 25, 2008 so that arrangements could be made.
2. The Chair reported that Lynn Hopper, Georgia Public Library Service, will provide trustee training on October 23, 2008. She asked members to please make a note on their calendars. The training will probably run from 4:00 p.m. – 8:00 p.m.

COUNTY TRUSTEE REPORTS

The Chair asked everyone to introduce themselves since there were several new members on the Board.

Quitman County – Carvel Lewis, Quitman County Library Board Chair, reiterated Ms. Muller's comments regarding the transfer of Quitman County to the Kinchafoonee

Regional Library. Mr. Lewis stated that the Quitman County Library Board is very much in favor of the transfer and feel it is a very positive move for the library both geographically and politically.

Cusseta-Chattahoochee County – Abbie Dillard, Cusseta-Chattahoochee County Library Board Chair, reported that things are going well in Cusseta. She said the library board hosted a reception for the library's funding authorities and were very pleased with the response. They hope for it to become an annual event.

She reported that they are very pleased with their librarian, Pam Burgamy. Ms. Burgamy initiated the entry of a float in the annual Christmas Parade and came in 3rd place which covered the cost of entering the parade.

The next meeting of the Chattahoochee Valley Regional Library Board will be Thursday, April 17, 2008 at 5:30 p.m.

Carvel Lewis moved to adjourn the meeting. Gary Griesheim seconded the motion. **The motion passed unanimously.** The meeting adjourned at 6:30 p.m.