

Chattahoochee Valley Libraries Board of Trustees Meeting  
Thursday, October 10, 2008  
Columbus Public Library

Minutes

Members Attending

Abbie Dillard	Jimmy Elder
Gary Griesheim	Regina Wieczorek
Helene Watson	Sivan Walker-Dixon

Members Excused

Frank Star  
Meridith Jarrell

Others Attending

Claudya Muller, CVL Director  
Robin Shader, CVL Chief of Public Service  
Lyn Anderson, CVL Chief Financial Officer  
Debbie McGreggor, Administrative Assistant to the Director

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

Chair Dillard asked if there were any corrections to the minutes of the July 17, 2008 meeting. Claudya Muller recommended the following correction.

Page 3, 5<sup>th</sup> paragraph, 2<sup>nd</sup> sentence:

Current wording: "She stated that the Fourth of July holiday for 2009."

Corrected wording: Delete in its entirety.

Jimmy Elder moved the minutes be approved as corrected. Gary Griesheim seconded the motion. The motion passed unanimously.

PUBLIC COMMENT – There was none.

TREASURER'S REPORT

The Chair recognized Lyn Anderson for the Treasurer's Report. Mr. Anderson reported on the year-end figures. He stated it was too early to get the 1<sup>st</sup> quarter figures. Mr. Anderson reported that every county gave 100% of what they agreed to pay. The end result helped in having an increase in the library reserve of \$65,654.

Jimmy Elder moved to approve the Treasurer's Report as presented. Gary Griesheim seconded the motion. **The motion passed unanimously.**

## DIRECTOR'S REPORT

Ms. Muller reported that the State of Georgia had formally requested statistical data from the library for 2007 because of declines being reported. Ms. Muller stated that at year-end, the Chattahoochee Valley Libraries had circulated 1,275,535 items, held 481,966 computer sessions and the number of visits was 728,674. She said there was no decline in this region.

## UNFINISHED BUSINESS

### A. Personnel Policies Review

1. PERS18 Performance Evaluation
2. PERS19 Work Week
3. PERS20 Transition (240 days to 260 days)
4. PERS21 Employee Termination of Employment
5. PERS22 Emergency Closing Compensation
6. PERS23 Transportation Reimbursement
7. PERS24 Electronic Communications Policy
8. PERS 25 Board Member Expense Reimbursement

### B. Operating Policies Review

1. INF1 Priorities for Reference Service
2. INF2 Interlibrary Loan Policy
3. INF3 Computer/Internet Use
4. INF4 Electronic Communications Policy
5. INF5 Guest Computer Use Cards
6. GSV1 Volunteer Policy
7. GSV2 Volunteer Background Check Policy
8. GSV3 Programs
9. GSV4 Tours
10. GSV5 Film Showings

Since there were no changes to any of the policies, both personnel and operating, the Chair asked that the motion be made on the block on policies. Sivan Walker-Dixon moved that both personnel and operating policies be reaffirmed by the board. Jimmy Elder seconded the motion. **The motion passed unanimously.**

## NEW BUSINESS

- A. Name Change – Ms. Muller reported that as part of a branding campaign for the libraries, the name would change from Chattahoochee Valley Regional Library System to Chattahoochee Valley Libraries. Sivan Walker-Dixon moved to approve the name change to Chattahoochee Valley Libraries. Gary Griesheim seconded the

motion. **The motion passed unanimously.**

- B. Bylaws Revisions – The Chair stated that the proposed Bylaws revisions were:
- a. Change the composition of the Board from nine (9) to seven (7) members – With the loss of the Quitman County Library Board representative and a change from five (5) to four (4) representatives from the Muscogee County Library Board, it would bring the total to seven (7).
  - b. Change the name to Chattahoochee Valley Libraries

Sivan Walker-Dixon moved to approve the amendments to the Bylaws. Gary Griesheim seconded the motion. **The motion passed unanimously.**

#### CHAIR'S REPORT

Chair Dillard voiced concern that due to the current economic climate, more and more individuals will turn to the library for assistance. She stated she feels this will be a time when the libraries will become even more

#### TRUSTEE REPORTS

Cusseta-Chattahoochee County – Chair Dillard reported that the Cusseta-Chattahoochee County Public Library has come to the assistance of the local literacy program in that county. She stated the library board has decided to move forward with establishing a Friends group and several members will be attending a Friends workshop.

Marion County – Sivan Walker-Dixon reported that the Marion County Public Library is experiencing some termite problems but they are working to get the problem resolved. She stated that the Marion County Public Library received the Service Provider of the Year Award from the Marion County Family Connection. She said the Board is very proud of the work Barbara Rodeheaver and her staff is doing at the library and in the community.

Stewart County – Regina Wiczorek reported that due to the heavy rains on Wednesday, the library experienced several leaks in the building. Robin Shader reported that she went to the Lumpkin Public Library to view firsthand the problems. Efforts are underway to correct the situation. Claudya Muller reported that Mayor McClendon will be attending the next Stewart County Library Board meeting. He would like to discuss the buildings (Parks Memorial and Lumpkin) and to learn how other libraries handle their meeting rooms with regard to charging to use them.

Muscogee County – Jimmy Elder stated that he would like to address the issue of the economic climate and how the library should seize this as an opportunity to reach people who may have never visited the library before. He said that having programs explaining the market or economy in laymen terms would be of benefit to a large number of people.

Friends of Libraries – Gary Griesheim reported that the Muscogee County Friends of Libraries provided \$50,000 in funding for various programs and services last year. He reported that at their annual meeting last month, increases in the funding were approved. He stated that the Library Bookstore is the cash engine of the Friends and encouraged everyone to patronize the store. Chair Dillard informed board members that the Friends help all of the county libraries as well as the city libraries. She stated that a debit card is issued to the libraries for their use in providing refreshments or supplies for various programs.

The Chair recognized Helene Watson. Ms. Watson expressed her thanks to the Board for allowing her to serve. Ms. Watson's term ends December 31, 2008.

Claudia Muller reminded all members of the Trustee Training session that will be held on Thursday, October 23, 2008. She said that Debbie McGreggor will be contacting the members of all boards to find out who will be attending.

Chair Dillard appointed a Nominating Committee. The Committee members are Sivan Walker-Dixon, Helene Watson and Meridith Jarrell.

The Chair recognized Claudia Muller for information on the upcoming Smithsonian Exhibit to be held at the Columbus Public Library. Ms. Muller stated that the exhibit is *381 Days – The Montgomery Bus Boycott Story*. She encouraged all board members to attend this very special exhibit.

The meeting adjourned at 6:00 p.m.