

Chattahoochee Valley Libraries Board Meeting  
Thursday, April 18, 2013  
Columbus Public Library

Minutes

Members Attending

Abbie Dillard            David Fox  
Sivan Walker-Dixon   Dorothy Kennedy  
Owen Ditchfield

Members Excused

Lisa Goodwin  
Michelle Griffin

Others Attending

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

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

The Chair recognized David Fox as a new Board member representing the Muscogee County Library Board. Mr. Fox is filling the vacancy left by Dr. Frank Star.

MINUTES

The Chair asked if there were any corrections to the minutes of the January 17, 2013 meeting. Owen Ditchfield moved and Sivan Walker-Dixon seconded the approval of the January 17, 2013 meeting minutes. **The motion passed unanimously.**

PUBLIC COMMENT – There was none.

TREASURER'S REPORT

The Chair recognized Lyn Anderson for the Treasurer's Report. Mr. Anderson reviewed revenue and expenses with the Board. He stated that both areas are on track. The Chair asked if the system has received all income expected from the participating counties. Mr. Anderson stated that the only two that were outstanding were Buena Vista and Richland but those two were received and will be on the next quarter's receipts. David Fox moved the Treasurer's Report be accepted as presented. Sivan Walker-Dixon seconded the motion. The motion passed unanimously.

DIRECTOR'S REPORT – The Report was distributed prior to the meeting.

The Chair asked Wanda Edwards if she had anything to add to her report. Ms. Edwards informed the Board that over 3,000 people visited “The Wall” (Vietnam War Memorial replica) while it was on exhibit on the library grounds.

She reminded the Board of the upcoming Columbus Children’s Book Festival to be held on the Columbus Public Library grounds in May. Owen Ditchfield asked if there has been any confusion with the Scholastic Book Fair at Ft. Benning. He stated that the logo for the Book Fair is very similar to that of the Book Festival. Ms. Edwards said she has not heard of any confusion between the two events.

Ms. Edwards reported that staff are going into the schools to promote literacy and reading.

UNFINISHED BUSINESS – There was none.

NEW BUSINESS

Personnel Policy Review – The personnel policies have been revised to comply with a format suggested by the Georgia Public Library Service. The Chair explained that since the library system comes under the Muscogee County School District (MCSD), that MCSD had to review the policies to be sure they conform to the policies of the school district. David Fox moved the policies be approved as distributed. Sivan Walker-Dixon seconded the motion. **The motion passed unanimously.**

Operating Policies Review – The following Operating Policies were reviewed.

1. GOV8 – Conflict of Interest
2. GOV9 – Use of Tobacco Products
3. GOV10 – Advertising, Promotions and Material
4. MNG1 – Confidentiality of Library Records
5. MNG2 -- Statistics
6. MNG3 – Reconsideration of Library Materials
7. MNG4 – Facilities Use
8. MNG5 – Seasonal Exhibits and Displays
9. MNG6 – Alcoholic Beverages
10. MNG7 – Inclement Weather and Closing
11. MNG8 – Exhibits and Displays

Sivan Walker-Dixon moved the policies presented be reaffirmed as requested. Dorothy Kennedy seconded the motion. **The motion passed unanimously.**

Library Closings 2013/2014 – The Board reviewed the library closing dates for FY2013/2014. Owen Ditchfield asked why the library closed for three days for the Memorial Day Holiday. Ms. Edwards explained that attendance at the libraries for this particular holiday was virtually non-existent. The only explanation library staff figures

low attendance is due to school being out for summer vacation, high school graduations going on during this time, and this is the official start of summer. Owen Ditchfield moved to approve the Library Closings 2013/2014. Dorothy Kennedy seconded the motion. **The motion passed unanimously.**

CHAIR'S REPORT – The Chair's Report was distributed prior to the meeting.

The Chair added to her report that she along with several other Board members and library staff participated in a planning session for the new program being sponsored by Red Box. She said it was an opportunity to hear about the new program and its involvement in the community. She said this meeting was the first stage in planning. She said it is to come up with ideas and events for engaging the community outside the physical library building and using the exterior spaces. The Chair explained that the library is one of five selected to participate in the initial partnership with Red Box. David Fox also emphasized that he felt it has applications in the counties.

The Chair informed the Board that the Director Search Committee is on track to present candidates for interviews with the boards and to meet the public sometime in May.

The Chair asked if anyone had any questions. Owen Ditchfield said he would like to bring up the idea again of moving the regional board meetings to the different counties. The Chair said she thought this was a good idea but felt a decision to do so should wait on the appointment of a new director. The possibility of meeting at the Richland library in July will be suggested to the new Director.

### COUNTY LIBRARY REPORTS

Muscogee County -- Owen Ditchfield reminded the Board of the Children's Book Festival coming up in May and the program with Nikki Giovanni at Carver High School this evening. Mr. Ditchfield stated the Muscogee Board is currently developing an Art Policy.

Gabriel Lundeen reported that the new bookmobile that will only visit Muscogee County will be delivered April 30. Unfortunately, the digital bookmobile broke down once again this afternoon just prior to the meeting. He reported that Parks Memorial Public Library in Richland will reopen on Monday, April 22, 2013 after being closed for almost a month for renovations. He said Pepper Grimmett did a really good job in orchestrating the renovation and it really looks good.

Lyn Anderson – Mr. Anderson reported he is in the middle of the budget process with the Muscogee County School district. The Chair asked how the budget was looking. Mr. Anderson said it looks a little better since it seems the tax digest will be a little bit higher than first anticipated.

David Fox – Mr. Fox stated he looks forward to serving on the Board. He said he hopes to visit all of the county branches in the near future.

Marion County – Sivan Walker-Dixon reported that she and Charlynn Seidel (Marion County Public Library Manager) have visited funding agencies to give them their annual report on how the library is doing. She stated they have begun grounds keeping projects and building repairs as covered in the Sumter Electric Grant the library received. She said the building has been pressure washed, railings replaced and flowers will soon be planted. Wanda Edwards asked if anything had been done about the limbs protruding into the roof. Ms. Walker-Dixon said the limbs have been cut back away from the roof.

Cusseta-Chattahoochee County – The superintendent in Cusseta-Chattahoochee County informed Ms. Dillard that he was on a panel at the state level and was talking to the Governor and told the Governor of how proud he is with the cooperation between the library and the school system and told him about the Literacy Bell. Within a week, someone from the State Board of Education was going down the interstate and purposely got off to go by the library to see the Literacy Bell.

Stewart County – Dorothy Kennedy stated that Stewart County (Lumpkin) has purchased a building for the possible site of a library in Lumpkin. However, she said they are still interested in purchasing and building a new library on a different site. Ms. Kennedy said they are now discussing the possible problems that will be incurred in renovating the building that was purchased for use as a possible library. The Chair stated that it is her understanding that with the proposed lot that is available for a new library building, there is a considerable amount of site work that would have to be done to tear up and remove concrete.

The meeting adjourned at 6:12 p.m.