

REGIONAL LIBRARY BOARD MEETING

Thursday, January 20, 2005

Columbus Public Library

Minutes

Members Attending

John Wells	Alice Budge	Bobby Ledford
Abbie Dillard	Jean Armour	David Rothschild, II
Helene Watson	Sivan Walker-Dixon	

Members Excused

Brinkley Pound	Helen Spires
Murray Solomon	

Others Attending

Claudya Muller, CVRLS Director
Lyn Anderson, CVRLS Finance Manager
Suzanne Barnes, CVRLS Outreach Coordinator
Rosemary Russell, Retiring Marion County Member
Jane Culpepper, Retiring Chattahoochee County Member
Patty Chamberlain, Columbus Public Library
Brooke Mann, CVRLS Volunteer Coordinator

The Regional Library Board Meeting was called to order at 7:00 p.m.

Since the minutes were not distributed in advance, Chairman Wells asked that corrections, changes be brought to the next meeting when minutes of the current and previous meetings would then be approved.

TREASURER'S REPORT

Lyn Anderson presented the Treasurer's Report. Abbie Dillard requested that the Chattahoochee County participation under Annual Commitment be corrected to show \$3,700 and not \$2,654. Abbie Dillard stated that the first and second quarter financials for Chattahoochee County be corrected as follows:

Chattahoochee County		
	1 st Quarter Funds	2 nd Quarter Funds
Opening Balance - Cash	3,470.27	4,025.01
Receipts	845.53	207.00
Disbursements	(290.79)	(425.62)
Ending Balance - Cash	4,025.01	3,806.39

The treasurer's report was approved as corrected.

DIRECTOR'S REPORT

Claudya Muller reported that the move into the new building was more challenging than originally anticipated. She expressed thanks to the staff for their hard work. She stated that there is still some work being done by contractors but everything should be completed by the end of March. She reported that the response from the public has been fantastic.

OUTREACH SERVICES REPORT

Suzanne Barnes reported that the new Lumpkin Manager, as part of her outreach, would be working with schools, organizations, daycare centers, etc. in Stewart County. She distributed a handout showing the 2005 proposal hours for Stewart County. Abbie Dillard asked if the outreach would be doing this in the other counties as well. Suzanne Barnes stated that at this time it would be only in Stewart County.

UNFINISHED BUSINESS

Chairman Wells recognized Bobby Ledford for the nominating committee report. Bobby Ledford presented the following slate of officers:

Chair	Abbie Dillard
Vice Chair	Alice Budge
Secretary	Helene Watson
Treasurer	Del Parker

Chairman Wells asked for any nominations from the floor. There were none. The slate of officers was approved as presented.

CVRLS Funding Update: Claudya Muller stated that this is an ongoing agenda item. Suzanne Barnes reported that she has the dates of all of the county budget meetings. Claudya Muller stated that she and Suzanne Barnes would attend these meetings in an effort to encourage the counties to increase their funding.

NEW BUSINESS

Chairman Wells stated the agenda items for under New Business would be discussed in the reverse order of how they appeared on the agenda.

Stewart County Hours of Operation – The handout presented by Suzanne Barnes earlier in the meeting shows the exact hours of operation for the Lumpkin and Park libraries. The Stewart County Library Board approved the proposal on January 10, 2005.

Personnel Policies -- Claudya Muller reported that the personnel policies have been an ongoing project for over a year and were finally completed. The Muscogee County School District and the Muscogee County Library Board have approved the policies. She asked that the board approved the policies as presented. Bobby Ledford stated he had some concerns over Policy #15 Initial Employment Period. Policy #15 was missing from the packet and will be mailed to the board members. David Rothschild asked if staff had been involved in the development of the policies. Claudya Muller reported that they had been involved since the beginning of the process. The Board approved the Personnel Policies minus #15 which will be considered at the next meeting.

Policy Manual Revision – The board began reviewing the policy manual revisions. The following policies were approved:

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| GOV1 | Organization Chart |
| GOV2 | Bylaws of the Muscogee County Library Board of Trustees |
| GOV3 | Chattahoochee Valley Regional Library System Locations and Hours |
| GOV4 | Media Policies and Procedures |
| GOV5 | Board Member Expense Reimbursement |
| MNG1 | Confidentiality of Library Records |
| MNG2 | Statistics |
| MNG3 | Reconsideration of Library Materials |

The remainder of the policies will be reviewed at the April board meeting.

Chairman Wells recognized outgoing board members Jane Culpepper and Rosemary Russell for their service to the Regional Board as well as their respective county boards. Outgoing board member Bari Geeslin was not present and her certificate will be mailed to her.

The meeting was adjourned at 8:10 p.m.