

Muscogee County Library Board
Thursday, February 28, 2013
Columbus Public Library

Minutes

Members Attending

Meridith Jarrell	Lori Auten	Ex-officio:	Jeanne Swift (for Tyler Townsend)
Price Walker, Jr.	Frank Star		Athavia Senior
Owen Ditchfield	Michelle Griffin		John Wells
Rick Covington	David Fox		Gary Gibson (for John Phillips)
Helene Watson			

Members Excused

M. A. Dowdell	Carleton Coleman	Ex-officio:	John Donohue
Clark Gillett, Jr.	Kent Illges		

Others Attending

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

Chair Meridith Jarrell called the meeting to order at 1:04 p.m.

Minutes

The Chair asked if there were any corrections to the minutes of the January 24, 2013 meeting. Frank Star moved the minutes be approved as distributed. Owen Ditchfield seconded the motion. **The motion passed unanimously.**

Public Comment – There was none.

Friends of Libraries

John Donohue was unable to attend the meeting. Claudia Muller informed the Board that the Friends of Libraries became aware of a program whereby Kohl's Department Store encourages their employees to volunteer in the community. If an organization has five Kohl's employees volunteer for five hours a month, Kohl's will donate \$500 to that organization. The Friends of Libraries is currently working to gain this participation from Kohl's employees.

Library Foundation

Jeanne Swift attended the meeting on behalf of Tyler Townsend. Ms. Swift reported that the Library Foundation will begin having a library staff member speak at their quarterly meetings so that Foundation Board members will become more educated about the workings of the library. She stated that Henry McCoy spoke at their meeting in February about programming.

Ms. Swift stated that the Foundation has met for their third strategic planning session. She said they have developed three task forces: 1. Administrative Structure; 2. Coordination of the fundraising between the library, Friends of Libraries and the Library Foundation; and 3. Donor Development.

Ms. Swift reported the Foundation had their annual Gala on January 26, 2013. Meridith Jarrell commented the author, Scott Turow, was very entertaining.

Treasurer's Report

Lyn Anderson reported on the finances for Period 7. He stated that both expenses and revenue are in line and there were no outstanding issues to report. Frank Star moved to approve the Treasurer's Report. Helene Watson seconded the motion. **The motion passed unanimously.**

Director's Report

The Director's Report was distributed prior to the meeting. Ms. Muller added to her report the Eric Willis, Digital Bookmobile, has turned in his notice and will be leaving the library the end of March. She stated that Mr. Willis will be hard to replace but that this was an opportune time to change and replace Mr. Willis with a driver only and have a public service employee onboard to do the library work. She stated that she has proposed that an individual from each branch be assigned to work on the bookmobile on the day their respective branch is closed. She stated these individuals are generally assigned to another branch on the day of their branch closing and the bookmobile could be considered a branch. Ms. Muller also reported that Jolanta Radzik, ILS Administrator, has resigned to move back closer to home.

Ms. Muller reported that Linda Hyles has worked extremely hard to raise the needed funding for the Children's Book Festival. She reported that Ms. Hyles' work has paid off with the following donations:

Mildred Miller Fort Foundation	\$33,000
Muscogee County Library Foundation	25,000
Aflac	10,000
Children's Hospital of the Medical Center	10,000
Muscogee County Friends of Libraries	5,000
Star Family Foundation	5,000
Publix	2,500
CB&T	500

In-Kind:

Ledger-Enquirer	20,000
WRBL	12,000
CBS Outdoor	10,000
Sunny 100 Radio	3,000
Hughston Hospital (First Aid Tent)	2,500

Branch Report

Gabriel Lundeen reported on activities of the city branches. He emphasized that the South Columbus Public Library has re-opened and the community is very happy to have their library back open. Claudya Muller reported that the driveway issue that was brought up at the January Board meeting was discussed with the city. The driveway is the responsibility of the library for any repairs. She said, however, that the sidewalk would be repaired by the city once driveway repairs are made. John Wells stated that Plant Services may be able to make the driveway repairs.

Unfinished Business

Director Search Committee – The Chair reported that as Chair of the Muscogee Board, Abbie Dillard, Chair of the CVL Board, and Claudya Muller met and the following individuals were named to the Director Search Committee and approved by the Muscogee Board Executive Committee.

- Meridith Jarrell, Muscogee County Library Board Chair
- Abbie Dillard, Chattahoochee Valley Libraries Board Chair
- M. A. Dowdell, Muscogee County Library Board Member
- Carole Rutland, Citizen and former Muscogee County Library Board Member
- Alice Budge, Citizen and former Muscogee County Library Board Member
- Wanda Edwards, Interim Director
- Lyn Anderson, CVL Chief Financial Officer
- Silvia Bunn, Mildred L. Terry Branch Manager
- Linda Hyles, CVL Fund Development/Online Marketing Coordinator

Claudya Muller reported there is not much on which to update the Board regarding the director search. She stated that Ms. Garcia has been working on the recruitment brochure and there was a little delay in it being published because she needed more pictures of the area. That information has been provided and the recruitment brochure should be up on the website next week

New Business

Preliminary Budget FY2013/2014 -- Lyn Anderson explained that the original preliminary budget was presented to the Finance Committee and they requested that

additional cuts be made to the budget. He explained that the budget presented to the committee showed \$921,000 from the Beginning Reserve. He stated that amount was cut to \$560,610 to be used from the Beginning Reserve.

During discussion, Ms. Muller explained that the library has made significant cuts every year for the past two years to the book budget. She stated that if the library could increase the funding they receive from the school district by 1/10 mill a year for five years, many of the cuts could be curtailed.

Rick Covington moved to approve the preliminary budget as distributed. Frank Star seconded the motion. **The motion passed unanimously.**

Chair's Report

The Chair recognized Dr. Star. Dr. Star informed the Board that the Temple's new Rabbi approached him to tell him how impressed he is with the outreach program the library is doing with the inmates at the jail. He stated that the program is very much appreciated and is helping. Chair Jarrell said that it is great for the library to reach out and touch so many lives.

The Chair asked all Board members to please be prepared to give her two questions each that they would like asked of candidates for the director position.

The Chair introduced Wanda Edwards, Interim Director, to the Board.

Board Education

Claudya Muller informed the Board the new bookmobile that will serve Muscogee County only will be unveiled at the Children's Book Festival.

The next meeting of the Muscogee County Library Board will be Thursday, March 28, 2013.

The meeting adjourned at 1:58 p.m.