

Muscogee County Library Board Meeting  
Thursday, April 25, 2013  
Columbus Public Library

Minutes

MEMBERS ATTENDING

Meridith Jarrell	Owen Ditchfield	Lori Auten
Frank Star	Price Walker, Jr.	Rick Covington
Helene Watson	David Fox	M. A. Dowdell
Carleton Coleman		

Ex-Officios: Gary Gibson (for John Phillips)  
Tyler Townsend, Library Foundation

MEMBERS EXCUSED

Clark Gillett, Jr.	Kent Illges
Michelle Griffin	Lori Auten

Ex-Officios: John Donohue, Friends of Libraries  
John Wells, MCSD  
Athavia Senior, MCSD

OTHERS ATTENDING

Gabriel Lundeen, CVL Deputy Director  
Lyn Anderson, CVL Chief Financial Officer  
Debbie McGreggor, Administrative Assistant to the Director  
Mark Rice, *Ledger-Enquirer Newspapers*

Chair Meridith Jarrell called the meeting to order at 1:00 p.m.

MINUTES

The Chair asked if there were any corrections to the minutes of the February 28, 2013 meeting. Owen Ditchfield moved the minutes be approved as distributed. Frank Star seconded the motion. **The motion passed unanimously.**

PUBLIC COMMENT – There was none.

FRIENDS OF LIBRARIES – John Donohue was unable to attend the meeting. It was brought to the Board's attention that date of the proposed book sale in May has been changed. Due to red tape that included possible liability issues, the FOL will not be able to use the vacant store

located in the shopping center across the road from the library. It was reported that they are planning a series of special Saturday sales, i.e. Super Saturday to be held the first Saturday in May will be a 50% off sale, the first Saturday in June will be a BOGO Sale (Buy One/Get One) and the first Saturday in July will be a mystery sale where customers will draw from a bowl to see how much discount they will receive on their purchase. It was suggested the FOL may want to look into selling books at the Uptown Market on Broadway every Saturday.

LIBRARY FOUNDATION – Tyler Townsend reported that the Foundation is looking forward to the Children’s Book Festival and their participation in the event. He said the Foundation’s internal administrative budget is a little below budget and would like to distribute that to the library and are working with Meridith Jarrell on potential ideas. He stated that the Foundation has approved the final disbursements to the library for the current fiscal year and will begin working on the new fiscal year’s budget soon.

Owen Ditchfield asked for an update on the Foundation’s reorganization plan that was mentioned in a previous meeting. Tyler Townsend said they have had several meetings to identify the Foundation’s strengths and weaknesses. He said task forces have been created to address issues such as how to best organize the Foundation administration/personnel; looking at coordinating fundraising efforts across the library and looking at how the Foundation fundraising group, Friends of Libraries fundraising group and the library marketing department impact each other; and the last task force will look at donor development.

TREASURER’S REPORT – Lyn Anderson reviewed the Treasurer’s Report with the Board. He reported that revenue is on target for the period. He stated that there were no unusual items under the expenses. Mr. Anderson reported that he had received word from the State saying that they have \$850,000 that they have saved from people who are in transition that are state paid and that money will be divided among the libraries. He said he did not know what the exact dollar amount would be. The Chair stated the Treasurer’s Report will be filed.

DIRECTOR’S REPORT -- Gabriel Lundeen added to the Director’s Report that the Big Read was very successful. He stated that between 3,000 – 5,000 people visited “The Wall That Heals” exhibit. Tim O’Brien at the Springer had over 400 people attend that event. Nikki Giovanni had about 700 people attend the program at Carver High School. Mr. Lundeen stated that the staff is working hard getting ready for the upcoming Children’s Book Festival. He also reported that the new Aflac Bookmobile will be delivered to the library on April 30<sup>th</sup>.

BRANCH REPORT – Mr. Lundeen reported that there have been a number of programs leading up to the Children’s Book Festival. These programs were developed with the Children’s Book Festival in mind and using these programs to promote it.

#### UNFINISHED BUSINESS

Art Policy – It was the recommendation of the Operations Committee to approve Gov 11 Art. The purpose of this policy is to address issues of individuals wanting to have portraits hung in the libraries. Tyler Townsend informed the Board that if the ownership of the artwork was to the library and the library felt that by receiving gifts of art and

being part of the school district it might be appropriated elsewhere, the Foundation would be more than happy to take ownership of the art on behalf of the library. **The recommendation passed.** Owen Ditchfield voted against the recommendation.

## NEW BUSINESS

Personnel Policies – The Chair explained that the personnel policies have not had any context changes. The changes made to the policies were to fit the suggested format of the Georgia Public Library Service. Claudya Muller worked with Kathy Tessin of the Muscogee County School District Human Resources office and the school district's attorney. This was a recommendation of the Operations Committee. **The recommendation was approved unanimously.**

## CHAIRMAN'S REPORT

The Chair asked the Board to be sure to read the letter that was included in their meeting packet from the Urban Libraries Council. She said this letter was sent to all governmental agencies that provide funding to public libraries. She included the letter so that Board members would be familiar with it in case someone asked them about it. The Chair informed the Board of the recent meeting with Redbox to discuss more in the detail what exactly they want to accomplish through the program that the Chattahoochee Valley Libraries was one of five libraries nationwide asked to participate. She said that various community leaders were invited to attend the meeting. The meeting revolved around Redbox's idea of rethinking the use of public spaces. They want to take these spaces around the library and leave something permanent that will increase the value of the library. Attendees were split into groups to go out and look at the available spaces around the library. The groups discussed many ideas for the different spaces. She said everyone left the meeting extremely excited about all the possibilities.

The Chair reported that there is some money left from the SPLOST. In February, a letter was sent to the City asking for this money so that it could be used on the library. It is around \$250,000. In following up with the City, they agree with the figure. However, the problem is that the school board signed an amendment that the amount of money needed for the bus loop would go against this amount. There will still be some money left and the City communicated to the school board about that money on April 18<sup>th</sup>. She stated there is still communication going on but there will be a little money left. Owen Ditchfield asked if the changing stations for the men's restrooms would qualify as an expense under the SPLOST. The Chair stated she was not sure because it has to be use to build and equip a new library. She said she thought the changing stations would come under that description.

Director's Search Committee – The Chair informed the Board that the Director's Search Committee has narrowed the search down to three candidates that will be brought to Columbus for one-on-one interviews. She stated that the names of these individuals will not be released until permission has been received from the candidates around May 6<sup>th</sup>.

The Chair stated there will be a called meeting on Thursday, May 9, 2013 at 2:45 p.m. for one-on-one interviews with the candidates. She stressed the importance of attending this

meeting due to the fact that the Muscogee County Library Board is the hiring authority for this position and presenting their recommendation to the Muscogee County Board of Education. She stated this meeting will be in Executive Session and will last until approximately 5:30 p.m. The Chair stated that after the one-on-one interviews, a reception will be held at the Columbus Public Library from 5:30 – 7:00 p.m. for the public and meet the candidates.

On Friday, May 10, 2013, the candidates will meet the library staff for a question and answer session. After the staff has met with the candidates, they will leave for their respective homes. The Director's Search Committee will then meet to vote on whether or not one of these candidates will be the next Director.

The meeting adjourned at 1:50 p.m.