

**Chattahoochee Valley Regional Library Board Meeting**  
**Thursday, January 19, 2006**  
**Columbus Public Library**

Minutes

Members Attending:

Abbie Dillard	Murray Solomon
Tonya Douglass	Alice Budge
Bobby Ledford	David Rothschild II

Members Excused:

Jean Armour	Helen Spires
Helene Watson	Sivan Walker-Dixon

Others Attending:

Donna Osborne, CVRLS Deputy Director  
Pat Hugley-Green, Muscogee County Library Board Member  
Debbie McGreggor, CVRLS Administrative Assistant to the Director  
Lyn Anderson, CVRLS Finance Manager  
Wanda Edwards, CVRLS Community Relations Librarian

Chair Dillard called the meeting to order at 7:10 p.m.

The chair asked if there were any corrections to the minutes of the October 20, 2005 meeting. Tonya Douglass stated on page three of the minutes, the mileage should be given as 48.5 cents not .485 cents. **There being no further corrections, the minutes were approved as corrected.**

Chair Dillard recognized Donna Osborne to discuss staff recognition. Ms. Osborne reported that in the past, staff had been recognized for years of service but that process had been dropped last year. The administration plans to implement the process again and begin presenting staff members with service award pins at their respective board meetings. Ms. Osborne stated that a task force had been assembled to review other ways staff members might be recognized for their work and not just years of service. She asked Wanda Edwards to discuss the proposal the task force had developed.

Ms. Edwards distributed a copy of the task force proposal to the board members. The Staff Awards and Recognition Proposal's aim is to motivate the CVRLS staff. She stated that the library system would be broken down into small groups, i.e. administrative staff, outreach services and county libraries, technical services, etc. An annual award would be given to the top individual in each of the groups. All staff members would be given score sheets to rate the staff members in their respective groups. The individual receiving the highest score would win the

award. Alice Budge asked who would tally the score sheets. Ms. Edwards stated that the task force would tabulate the scores.

Discussion was held on different types of prizes that could be offered to the individual such as paperweights, trophies, gift certificates, etc. Tonya Douglass suggested that the individual be highlighted on the library's website.

David Rothschild asked if the proposal needed authorization by the board. Bobby Ledford stated the proposal would only need to be an administrative decision but asked that the administration keep the regional board abreast of the progress of the program.

Chair Dillard recognized Lyn Anderson for the Treasurer's Report. Mr. Anderson reported that the finances were in line. He stated that Marion County had sent in \$3,055, which was received after the financial report was prepared.

Alice Budge asked if he expected to receive anything from Lumpkin since they were having financial problems. Mr. Anderson reported that \$1,950 had already been received from Lumpkin.

There were no county reports. However, Bobby Ledford expressed concern over the lack of security at the Lumpkin branch. Alice Budge voiced her concern and reported that according to an article in the newspaper, the town is well aware of the problem.

Chair Dillard reported that she had attended the last meeting in Stewart County and that Leta Grieves, Lumpkin Branch Manager, voiced her concern to the board over the lack of security. There is only one police officer on duty at any given time. Therefore, if the library manager calls them, they may very well not be in and not get her call. It was suggested that she have a 2-way radio with the sheriff's office. Even though the sheriff's office is in Richland (8 miles away), there is someone in the office at all times to take her call should be need assistance.

Chair Dillard recognized Donna Osborne for the Director's Report. The report was distributed at the meeting. It was not ready when the packets were mailed. Ms. Osborne asked the board to read it later and if they had any questions to please call her. She asked them to look at the handout given to them earlier entitled "What does the Chattahoochee Valley Regional Library System contribute to the people of our service area?" Ms. Osborne reported that the document contained some very interesting figures. The document reported that for every taxpayer dollar spent, the customer receives \$7.50 worth of service in return.

Ms. Osborne reported that the re-hiring of Silvia Bunn for the Mildred L. Terry Branch Manager position will go before the Muscogee County Board of Education for approval at its meeting on Tuesday, January 24, 2006.

Chair Dillard asked Ms. Osborne if the Genealogical brochure is available to the county libraries. Ms. Osborne reported that they have to make some changes to the brochure but would make sure the county libraries received copies once the revisions have been completed.

Chair Dillard asked Ms. Osborne if it would be too difficult for the county libraries to receive a copy of the updated CVRLS Circulation Training Manual that Precious Rome has just completed. Ms. Osborne reported that it would be possible and the counties should have received a copy. She stated she would check with Ms. Rome to take care of sending copies to the counties.

Alice Budge informed Ms. Osborne that someone had spoken to her about the Historic Columbus Foundation not being able to sell books during a recent book signing at the library. Ms. Osborne said she would look into the matter and get back with Ms. Budge.

Bobby Ledford asked what the status was of the contract negotiations for the strategic planning project. Ms. Osborne reported that she had signed the contract today and it would be sent to Dr. Phillips in the morning for his signature.

Murray Solomon asked if they had any dates yet. Ms. Osborne reported that the firm would meet with the administration on February 7, 2006. She said a month later, they will be back to meet with library boards and staff.

Bobby Ledford asked Ms. Osborne to let the boards know approximate dates so that they will know to keep their calendars open during those particular days.

Chair Dillard reported that the strategic planning has been brought up at all county board meetings in an effort to get them to begin thinking about the process and the amount of time they will need to invest.

Alice Budge reported that the Friends of the Libraries sponsored the Anne Frank Exhibit, the Jimmy Carter book signing and Parade's 100 Best Photo Exhibit during the last quarter of 2005. She reported that they are currently accepting donations for the Jimmy Carter reading poster.

Chair Dillard asked Ms. Osborne if the story van normally goes out in the counties. Ms. Osborne reported that they will go out in the counties but a specific request for the story van must be made.

Chair Dillard recognized Alice Budge for the election of officers. Ms. Budge presented the following slate of officers for the Chattahoochee Valley Regional Library Board:

Abigail Dillard	Chair
Alice Budge	Vice President
Helene Watson	Secretary

The chair asked if there were any nominations from the floor. There were none. **The vote was unanimous to accept the proposed slate of officers.**

Chair Dillard informed the board that Claudya Muller asked that the board begin to review specific policies again this year. Personnel Policies 1 – 8 and Operating Policies GOV1 – MNG8 will be reviewed at the next meeting. David Rothschild asked that any changes or

revisions to the policies be indicated in red for easier recognition of any changes. Donna Osborne stated this would be done.

Chair Dillard reported that she had asked Debbie McGregor to poll the board members to verify what time they would prefer to hold the quarterly meetings. Ms. McGregor informed the chair that Ms. Walker-Dixon had called and said she would prefer 5 or 5:30 p.m. Ms. Osborne informed the chair that Ms. Armour said she would prefer 5:00 p.m. Chair Dillard stated that the majority of the group preferred the 5:30 p.m. time. David Rothschild moved to change the meeting time to 5:30 p.m. Bobby Ledford seconded the motion. **The motion passed unanimously.**

Bobby Ledford moved to adjourn. David Rothschild seconded the motion. **The motion passed unanimously.**

The next meeting will be Thursday, April 20, 2006 at 5:30 p.m.