

Muscogee County Library Board Meeting
Thursday, October 23, 2014
Columbus Public Library

Minutes

MEMBERS ATTENDING

| | | |
|------------------|-------------|-----------------|
| Meridith Jarrell | Mary Bode | Helene Watson |
| Carleton Coleman | Kent Illges | Owen Ditchfield |
| Lisa Goodwin | Edie Evans | Len Williams |
| M. A. Dowdell | Lori Auten | |

Ex-officios: Ed Burdeshaw, Library Foundation
Sharon Self, Friends of Libraries

MEMBERS EXCUSED

David Fox

MEMBERS ABSENT

Ex-officios: David Lewis, Muscogee County School District
John Wells, Muscogee County Board of Education
Shannon Smallman, Muscogee County Board of Education

OTHERS ATTENDING

Alan Harkness, CVL Director
Lyn Anderson, CVL Chief Financial Officer
Debbie McGreggor, Administrative Assistant to the Director

Chair Meridith Jarrell called the meeting to order at 1:03 p.m.

MINUTES

The Chair asked if there were any corrections to the minutes of the September 25, 2014 meeting. Carleton Coleman moved the minutes be approved as distributed. Helene Watson seconded the motion. **The motion passed unanimously.**

PUBLIC COMMENT – There was none.

FRIENDS OF LIBRARIES

Sharon Self reported on the Friends are working hard to clean out books they are unable to use that are currently taking up space in the receiving area.

She reported the Friends did well with their recent Brown Bag sale and plan to have the sale again next year. Owen Ditchfield asked if it would be possible to hold a 2-day sale. Ms. Self stated that the meeting rooms are heavily used by the public. She said to have a 2-day sale would tie up the Synovus and CB&T rooms for 2 full days.

Ms. Self stated that the Friends of Georgia Libraries (FOGL) will be meeting in Columbus on Friday, October 24th and she will be attending that meeting. She will be on a panel discussing how to grow the Friends of Libraries.

LIBRARY FOUNDATION

Mr. Burdeshaw reported that the annual campaign is in full swing.

He stated that the Operations Committee of the Foundation is currently working on new directors for the Library Foundation. He said that there will 3 to 5 new directors by the first of the year.

TREASURER'S REPORT

Lyn Anderson reviewed the Period 3 financials with the Board. He stated that both revenue and expenses are in line and there were no unusual entries to report.

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

Mr. Harkness reported that the Children's Book Festival's attendance was 6,000 people. He stated the authors did an outstanding job and were very interactive with the attendees. The movie on the lawn had an attendance of 1,000.

He stated that an event called "Hack the Library" will be held on Saturday, October 25th. The event is the culmination of an idea by Gabriel Lundeen, CVL Deputy Director. While many people automatically think "Hack" would mean something illegal, in this instance, it means a group of technology savvy individuals with a great deal of expertise join together to develop ideas that will assist the library and local groups. He explained that the data given to the group is not sensitive in nature. He said only information that will allow them to develop ideas is given.

BRANCH REPORT

Mr. Harkness reported in the absence of the Deputy Director, Gabe Lundeen.

Mr. Harkness reported on the STEM grant that was received from the state. He reviewed a number of items that were purchased with the grant including a 3D printer and books that coincide with a number of the technological devices that were purchased.

UNFINISHED BUSINESS

1999 SPLOST -- The Chair reported that she and Mr. Harkness along with Newt Aaron went before city council concerning the 1999 SPLOST and the submission of final expenses. She said as soon as these final expenses are paid, the SPLOST will be complete.

NEW BUSINESS

Finance Committee Recommendation: It was the recommendation of the Finance Committee to approve the use of \$250,000 from the reserve to pay for the security system/self-checks. This amount is needed in addition to what is being used from the 1999 SPLOST. **The committee recommendation passed unanimously.**

Operations Committee Recommendation: The Operations Committee recommended the approval of the following operating policy revisions/deletions:

- CIR1 – Library Cards (revised)
- CIR6 – Claimed Fine Paid and Claimed Returned (revised)
- CIR8 – Fines (revised)
- INF3 – Computer/Internet Use (revised)
- INF5 – Visitor Computer Use (deleted)
- GSV2 – Volunteer Background Check (revised)

The committee recommendation passed unanimously.

CHAIR'S REPORT

Chair Jarrell stated that due to the conflict of the November and December meeting dates with the holidays, the Board generally votes to combine the two meetings and hold it the first week in December. She asked for a motion to approve combining the November and December meetings and hold the meeting on Tuesday, December 2, 2014. Owen Ditchfield moved the November and December meetings be coming and held on Tuesday, December 2, 2014. Helene Watson seconded the motion. **The motion passed unanimously.**

BOARD EDUCATION

Priscilla Williams, CVL Volunteer Coordinator, presented an overview of the current status of the volunteer force currently involved with the libraries.

NEXT MEETING DATE – December 2, 2014

The meeting adjourned at 1:56 p.m.