

Chattahoochee Valley Regional Library Board Meeting
Thursday, December 7, 2006
Columbus Public Library

Minutes

Members Attending

Abbie Dillard	David Rothschild II
Helene Watson	Sivan Walker-Dixon
Alice Budge	Murray Solomon
Bobby Ledford	

Members Excused

David McMiller	Teresa Nelson
Tonya Douglass	Pat Hugley-Green
John Wells	

Others Attending

Debbie McGreggor, Administrative Assistant to the Director
Claudya Muller, CVRLS Director
Donna Osborne, CVRLS Deputy Director
Suzanne Barnes, CVRLS Outreach Coordinator
Lyn Anderson, CVRLS Finance Manager
Brooke Mann, CVRLS Volunteer Coordinator
Ron Dubberly, Dubberly Garcia Associates, Inc.

Chair Abbie Dillard called the meeting to order at 5:30 p.m. The Chair stated the agenda needed to be amended to show Item VIII B. Board Membership as an action item. Bobby Ledford moved to amend the agenda accordingly. Helene Watson seconded the motion. **The motion passed unanimously.**

She asked if there were any corrections to the minutes of the July 20, 2006 meeting. David Rothschild stated that he should be shown on those minutes as being excused. David Rothschild moved to approve the minutes as corrected. Alice Budge seconded the motion. **The motion passed unanimously.**

There was no public comment.

The Chair recognized Lyn Anderson for the Treasurer's Report. Mr. Anderson reported that even though the 2nd quarter numbers were not completed, all of the funds the system would be receiving were accounted for and are on track. Helene Watson moved to approve the Treasurer's Report. Bobby Ledford seconded the motion. **The motion passed unanimously.**

DIRECTOR'S REPORT

Claudya Muller reported that she and Suzanne Barnes had finished a round of visits in the counties. She stated that the branch managers took them on a tour of their respective counties. Ms. Muller said this was extremely beneficial to them and to the managers as well since they are all fairly new in their respective counties.

Alice Budge asked if it was true that the new organization chart indicates that the Muscogee County branches would be assisting the county branches. Ms. Muller stated that this was correct. She stated that this would keep the county libraries from closing when they were short staffed.

Alice Budge asked if Volunteer Coordinator Brooke Mann assisted the counties in getting volunteers to help in branches. Ms. Mann stated that she does.

Ms. Muller reported that a booth had been set up at the Rural America Festival in Buena Vista to seek support of a County Friends of Libraries group. She stated that unfortunately there was not a lot of interest.

OUTREACH COORDINATOR'S REPORT

There was no report.

UNFINISHED BUSINESS

Policies:

- PERS17 "Acting" Capacity
- PERS18 Performance Evaluation
- PERS19 Work Week
- PERS20 Transition (240 days to 260 days)
- PERS21 Employee Termination of Employment
- PERS22 Emergency Closing Compensation
- PERS23 Transportation Reimbursement
- PERS24 Electronic Communication Policy
- PERS25 Board Member Reimbursement
- INF1 Priorities for Reference Service
- INF2 Interlibrary Loan Policy
- INF3 Computer/Internet Use
- INF4 Electronic Communication Policy
- INF5 Guest Computer Use Cards
- GSV1 Volunteer Policy
- GSV2 Volunteer Background Check Policy
- GSV3 Programs
- GSV4 Tours
- GSV5 Film Showings

The Chair stated that the following corrections needed to be made:

PERS24 Electronic Communication Policy: 4th paragraph, last line, current reading: "...for any legitimate business purpose." Change to read: "...for any legitimate library business purpose."

INF4 Electronic Communication Policy: 4th paragraph, last line, current reading: "...for any legitimate business purpose." Change to read: "...for any legitimate library business purpose."

GSV3 Programs: 2nd paragraph, 1st sentence, current reading: "Library staff on the basis of interest and needs of library users and the community select topics for programming and displays." Change to read: "Library staff, on the basis of interest and needs of library users and the community, selects topics for programming and displays."

GSV5 Film Showings: 5th paragraph, 2nd line: Current reading: "...will be given to parent..." Change to read: "...will be given to parents..."

Helene Watson moved the policies be approved as corrected. Bobby Ledford seconded the motion. **The motion passed unanimously.**

Constitution & Bylaws: Ms. Muller stated that the Muscogee County Bylaws Committee recently reviewed those Bylaws and changed all mention of library "board members" to library "trustees." She stated the Regional Board might wish to make the same change. Murray Solomon moved the Constitution and Bylaws be approved as corrected. Sivan Walker-Dixon seconded the motion. **The motion passed unanimously.**

Strategic Plan: Ms. Muller introduced Ron Dubberly of Dubberly Garcia Associates, Inc. Mr. Dubberly's consulting firm was instrumental in the development of the Strategic Plan. Ms. Muller stated that since several of the board members had been at the meeting earlier in the day where the plan was discussed that they (Ms. Muller and Mr. Dubberly) would answer any questions they might have.

Ms. Muller distributed a copy of the Strategic Initiatives to the Board. A copy is attached to these minutes. David Rothschild moved to approve the Strategic Plan. Bobby Ledford seconded the motion. **The motion passed unanimously.**

NEW BUSINESS

Nominating Committee: Alice Budge gave the following slate of officers for fiscal year 2007:

Abbie Dillard, Chair
Alice Budge, Vice Chair
Helene Watson, Secretary

Chair Dillard asked for a vote on the slate of officers. Bobby Ledford called for point of order. Chair Dillard agreed and asked if there were any nominations from the floor. There were none. **The committee recommendation passed unanimously.**

Board Membership: Discussion was held on the number of board members serving on the Regional Board that represent Muscogee County (currently 8). Chair Dillard stated that the major concern of the Board is to have a quorum at every meeting since the Board only meets four times a year. After detailed discussion, it was decided to maintain the current number on the board until such time as the Muscogee County Board decides on the total number of Board members it will have.

CHAIR'S REPORT

Chair Dillard asked if there were any questions on the Chair's Report. There were none.

The next meeting of the Chattahoochee Valley Regional Library Board will be Thursday, January 18, 2007.