

MUSCOGEE COUNTY LIBRARY BOARD MEETING
Thursday, May 22, 2008
Columbus Public Library

Minutes

Members Attending

Bobsie Swift	Jimmy Elder	Mimi Childs
Frank Star	Kelly Pridgen	Gary Griesheim
Jay Alexander	Lisa Goodwin	M. A. Dowdell
Linda Harper	Rick Covington	Meridith Jarrell
Price Walker, Jr.		

Members Excused

Helene Watson	Barbara Kamensky	John Phillips
John Wells	Patricia Hugley-Green	

Others Attending

Claudya Muller, CVRLS Director
Lyn Anderson, CVRLS Chief Financial Officer
Newt Aaron, Newton Aaron & Associates
Brijin Boddy, Columbus Public Library Teen Department Head

Chair Bobsie Swift called the meeting to order at 1:00 p.m.

The Chair asked for an amendment to the agenda to remove Item IV. Executive Session. Mimi Childs moved to amend the agenda to remove Item IV. Executive Session. Meridith Jarrell seconded the motion. **The motion passed unanimously.**

The Chair asked if there were any corrections to the minutes of the April 24, 2008 meeting. Frank Star moved the minutes be approved as presented. Jimmy Elder seconded the motion. **The motion passed unanimously.**

PUBLIC COMMENT – There was none.

FRIENDS OF LIBRARIES

The Chair recognized Gary Griesheim for a report on the Friends of Libraries. Mr. Griesheim reported the following.

- Membership has increased 20%.

- Book sales in 2007 were over \$40,000.
- There will be a Big Book Sale on June 21st. It will be held at the Library Book Store.
- FOL Finance Committee met and plans are to increase program funding by 50% from \$18,000 to \$25,000. They are also planning an increase of 15% in the volunteer appreciation program from \$3,500 to \$4,000.
- The Friends will be donating \$25,000 to the Mildred L. Terry capital campaign.

BOARD EDUCATION/ORGANIZATION

Teen Department – The Chair asked Claudya Muller to introduce the speaker. Ms. Muller introduced Brijin Boddy, Head of the Teen Department at the Columbus Public Library.

Ms. Boddy gave a brief overview of her position in the library. She presented a book talk to the Board on *Phineas Gage*. She presented the book talk in the same manner she would present it to a youth group allowing the board members to see exactly how the book talks are given.

After the book talk, Jimmy Elder commented on how talented the library staff is. He went on to say that the library is fortunate to have so many gifted and dedicated employees. He said every time we had such staff presentation at a board meeting, he was overwhelmed by the quality of the staff. Other board members expressed agreement with his comments.

TREASURER'S REPORT

Frank Star, Finance Committee Chair, recognized Lyn Anderson for a report on the Period 10 Financials. Mr. Anderson reported that both revenue and expenses are on target for the period.

The Chair asked if the school district had reimbursed the library for the legal expenses incurred over the lawsuit. Mr. Anderson stated that the library has been reimbursed.

DIRECTOR'S REPORT

Claudya Muller informed the Board of an award received by CLASS. It was given to the department for their participation in Disabilities Day Columbus on behalf of the Mayor and the Mayor's Committee for Persons with Disabilities.

Ms. Muller reported there had been an attempted burglary at the North Columbus Branch Library. The perpetrator was evidently trying to steal copper from the gutters and soffits. They were unsuccessful. She stated that a report to the school district has been filed along with a police report.

Mr. Muller reported that the library system has joined Midtown, Inc. She stated that Midtown, Inc. is going to have meetings at the library as well as promote the Library Café. Linda Harper asked if this could be construed as a Conflict of Interest given the past history between the Library Board and Midtown, Inc. Ms. Muller stated that the membership is very similar to that of the Chamber, of which the library is a member. The purpose of the membership is solely to promote the library as well as the Midtown area.

Ms. Muller reported that flat screen monitors have been installed in the café and on the wall outside the CB&T/Synovus meeting rooms. She explained that once the kiosk is installed in the rotunda, these monitors will display events that are occurring in the library.

UNFINISHED BUSINESS

The Chair reported that the Board will know by May 27th whether or not the Park Coalition will appeal to the Supreme Court.

COMMITTEE REPORTS

The Chair asked for a motion to change to agenda to allow Item C. Facilities – SPLOST Update be moved ahead of all other committee reports. Meridith Jarrell so moved. Jay Alexander seconded the motion. **The motion passed unanimously.**

Facilities – SPLOST Update

Mimi Childs, Facilities Committee Chair, recognized Newt Aaron for a SPLOST update. Mr. Aaron reported the following.

- The front landscaping has been designed and is now in the pricing stage. He stated it appears it may come in a little over budget.
- The Children’s Garden is in the pricing stage. The garden will require a site disturbance permit which is being applied for at this time. He stated that this project will come in significantly under budget.
- With the overage on the front landscape and the underage on the Children’s Garden, there will still be the \$611,000 required for the greenspace.
- Almost \$2 million has been spent on books.
- The microfilm cabinets have arrived for the Genealogy Department. Once they are installed, the Genealogy Department can begin receiving the materials ordered for them.
- The following construction items are either completed or in the process of being completed and should be completed within 90 to 120 days.
 - Bollards installed in front of library plaza

- Soundproofing of meeting rooms
- Kiosk installation in the rotunda
- Front doors have been modified
- Doors for the porte-cochere have been ordered
- New drop boxes are being installed
- Security cameras are in and are awaiting additional wiring
- Modification to regulate outside air
- Auditorium air system will not be changed. Decided it would be easier to put the control room and the teen department on a separate unit.
- Grand Reading Room shades are in. There has been some problem in reaching the area to install the shades. Currently working on a special lift to get high enough to install the shades.

Mildred L. Terry Construction Project Update

Mr. Aaron reported they are in the final stages of getting a guaranteed maximum (GMP) price on the construction project. He stated they should have the preliminary numbers this week. He reported they are finalizing the FF&E. He stated that a special permit is being required by the DOT and are in the process of making application for that permit. He reported that the groundbreaking is set for June 12, 2008 at 10:00 a.m.

Mr. Aaron presented drawings to the Board for their review. Meridith Jarrell asked if the upper windows in the building were going to present any problems as far as shades and extreme light are concerned. Mr. Aaron stated he had discussed this possibility with Bob Kidd. Mr. Kidd stated they had run tests to be sure that would not be a problem.

Ms. Muller noted that the \$500,000 in the state budget was signed by the Governor.

FINANCE COMMITTEE

Committee Recommendation: Approval of the 2008/2009 budget. **The recommendation passed unanimously.**

Frank Star recognized Lyn Anderson to answer any questions the Board may have regarding the budget.

Lisa Goodwin asked why the transfer of Quitman County. Ms. Muller explained that it would benefit Quitman County to have closer support from the Kinchafoonee Regional Library and save CVRLS money.

Lisa Goodwin asked what the Smithsonian Exhibit was about. Ms. Muller stated the exhibit, "381 Days," is based on the civil rights boycott. She said that funds for the exhibit are allocated in the budget. However, the library is actively seeking partners for the exhibit to help defray expenses. Ms. Goodwin asked how much having the exhibit will cost. Ms. Muller stated it will cost \$50,000.

OPERATIONS COMMITTEE

Committee Recommendation: Approval of a revision to policy CIR2 Loan Periods changing the loan period on CDs/DVD/videos to 7 days. **The recommendation passed unanimously.**

Committee Recommendation: Approval of a revision to policy MNG1 Confidentiality of Library Records to include wording acknowledging the PATRIOT Act. **The recommendation passed unanimously.**

Committee Recommendation: Approval to close the libraries for the Fourth of July Holiday as follows: Friday, July 4th, Saturday, July 5th and Sunday, July 6th. **The recommendation passed unanimously.**

NEW BUSINESS

The Chair stated that the Board normally does not meet in July and would like a motion to that effect. Rick Covington moved to not have a Library Board meeting in July. Jay Alexander seconded the motion. **The motion passed unanimously.**

The Chair stated that unless there was business to come before the Board, she suggested the Board not meet in August. Jimmy Elder so moved. Lisa Goodwin seconded the motion. **The motion passed unanimously.**

CHAIR'S REPORT

Chair Swift instructed the Board that within the next two weeks, she would like to receive an email from each member suggesting a possible candidate for membership on the Library Board.

The Chair informed the Board that the annual internal audit of the library has been performed and anyone interested in reading the report can see it in Claudya Muller's office.

The Chair reminded everyone that all Board members should be present at the groundbreaking for the Mildred L. Terry Branch Library on Thursday, June 12th at 10:00 a.m. She also informed the members that there will be a groundbreaking for the new school district administrative building on June 3rd at 10:00 a.m.

The meeting adjourned at 1:05 p.m.

