

Muscogee County Library Board Meeting  
Thursday, June 25, 2009  
Mildred L. Terry Public Library

Minutes

Members Attending

Kelly Pridgen	Bobsie Swift
M. A. Dowdell	Barbara Mack
Gary Griesheim	Price Walker, Jr.
Clark Gillette, Jr.	Jimmy Elder
Lisa Goodwin	Mimi Childs

Members Excused

Frank Star	Barbara Kamensky
Susan Andrews	Pat Hugley-Green
John Wells	

Others Attending

Claudya Muller, CVL Director  
Lyn Anderson, CVL Chief Financial Officer  
Robin Shader, CVL Chief of Public Service  
Debbie McGregor, Administrative Assistant to the Director

Chair Kelly Pridgen called the meeting to order at 1:05 p.m.

The Chair asked if there were any corrections or changes to the minutes of the May 28, 2009 meeting. Bobsie Swift moved to approve the minutes as presented. Mimi Childs seconded the motion. **The motion passed unanimously.**

PUBLIC COMMENT – There was none.

FRIENDS OF LIBRARIES

Gary Griesheim reported the Friends are gearing up for their July 18/19 book sale. He reported the Friends have approved their 2009/2010 budget. The budget for programming is \$35,000 and an increase of 15% for volunteer funding and 10% increase in library staff funding for things such as in-service.

Ms. Muller reported that the Friends now have shelving available to them. She explained that the shelving is book shelving and not warehouse type shelving.

Kelly Pridgen asked if reminders were sent out when an individual's Friends membership was about to expire. Mr. Griesheim stated that members are supposed to get membership renewal notices.

#### TREASURER'S REPORT

M. A. Dowdell asked Lyn Anderson to provide the Treasurer's Report. Mr. Anderson reported that both expenses and revenue are in line for the fiscal year.

#### DIRECTOR'S REPORT

Ms. Muller reported that the park pass program developed by the Georgia Public Library Service in conjunction with the state parks last year will be available again this year. Also available is the Kill-a-Watt Kit library loan. The equipment measures kilowatt usage in residential homes and will be available for checkout by customers. Only one unit was issued to the library system. Bobsie Swift recommended approaching Georgia Power in obtaining additional units for use by all buildings.

Ms. Muller reminded Board members of the Urban Libraries Association's Partners for Success Conference to be held in Nashville, Tennessee on December 3<sup>rd</sup> and 4<sup>th</sup>.

Ms. Muller announced the first five individuals selected to participate in the CVL Leads! Leadership and Development Program. They are Michelle Hogan, Brian Hulsey, Teresa Larson, Priscilla Williams and Eric Willis. Robin Shader said the group would have their first meeting in July but did not anticipate beginning any major projects until September.

Ms. Muller reported that she was contacted by Alfred Blackmar of Aflac about a book dispenser being placed in their lunchrooms. She said their HR Department will survey employees to see if the interest is there and what type of books they would be interested in. Ms. Muller said she plans to talk with other major employers in the area. Ms. Muller said she had contacted Brodart telling them she is beginning to discuss the book dispensing machines with local companies and asked what kind of price break may be possible for multiple units.

Ms. Muller stated that the Savings Calculator on the website is being used by customers. She said she was contacted by a customer stating she had used the calculator to see how much she has been saving. The customer has saved over \$400. Gary Griesheim suggested that the savings be added to the receipt when books are checked out similar to retail receipts that show the customer's savings.

UNFINISHED BUSINESS – There was none.

## COMMITTEE REPORTS

### Operations:

#### 1. Committee Recommendations

- a. Change title of Chief of Public Service back to Deputy Director
- b. Change title of Accounts Payable Clerk to Purchasing & Contracts Coordinator. This would add the responsibilities for RFP projects.
- c. Change Maintenance and Repair Technician to Facilities Coordinator. This would take on responsibility for overseeing a Repair Technician.
- d. Repair Technician—A new position reporting to the Facilities Coordinator

**The recommendations “a” through “d” were unanimously approved.**

- e. Technical and Automated Services Coordinator – Ms. Muller asked that this position be shelved for 18 to 24 months. She explained that with the resignation of John Pennsy, Collection Development Coordinator, it provided a new dynamic where staff could be used differently. Jimmy Elder moved and Bobsie Swift seconded the motion to remove this position description.

**The motion passed unanimously.**

2. Collection Development Coordinator -- At the current time, this is a Library Associate level position. Ms. Muller explained that in most libraries this is handled by a master degreed librarian. This will allow for enlarging the scope of the position to include training for staff to develop them in better promotion of the collection via their displays, better reader advisory, better exhibits, etc. This will be at no additional cost because for a librarian moving into the position it will be a lateral move. Lisa Goodwin asked if this was a budgeted position. Ms. Muller stated that it is. Bobsie Swift moved to approve the position as outlined by Ms. Muller. Jimmy Elder seconded the motion. **The motion passed unanimously.**

## NEW BUSINESS

Sirsi Dynix Maintenance Renewal – Approval of expenditure and purchase for the continuation of 1-year maintenance service from Dynix for maintenance, software maintenance and peripheral maintenance in the amount of \$45,095.61 from July 1, 2009 through June 30, 2010. Bobsie Swift moved to approve the Sirsi Dynix Maintenance Renewal. Gary Griesheim seconded the motion. **The motion passed unanimously.**

CHAIR’S REPORT – There was none.

The Chair asked if there was anything else to come before the Board. Chair Pridgen recognized Jimmy Elder.

Jimmy Elder stated that he would like for the staff of the Mildred Terry Library to come into the meeting so that the Board could thank them for their hard work during the construction of the new facility.

Bobsie Swift asked when the Board might expect a final account of the money spent on the Mildred L. Terry. Ms. Muller said final numbers would not be available until September 2009.

Ms. Muller stated that the re-dedication of the Mildred L. Terry Library will be on August 21<sup>st</sup> around 10 a.m.

Two of the Mildred L. Terry Public Library staff members were brought into the meeting where Jimmy Elder expressed the Board's gratitude for the entire staff's hard work and dedication during the construction process. Dr. Elder expressed the following to the staff, "You have done such a stellar service for the Mildred Terry Library. It is more than a job for you, you really love this place. You are the heart and soul of what it is. As a Board, we wanted to thank you for all you did to make this happen. Please accept our gratitude to the staff for the sacrificial service that you all put forth that we could never have afforded but you gave out of love. Thank you."

Chair Pridgen expressed her appreciation to the Library Board members and reminded them that the Board will not meet in July and August. The next meeting will be September 24, 2009.

The meeting adjourned at 1:40 p.m.