

Muscogee County Library Board Meeting
Thursday, September 24, 2009
Columbus Public Library

Minutes

Members Attending

Kelly Pridgen	Rick Covington
Bobsie Swift	Mimi Childs
Barbara Mack	Clark Gillett, Jr.
Barbara Kamensky	John Wells
Price Walker, Jr.	

Members Excused

Frank Star	M. A. Dowdell
Lisa Goodwin	Gary Griesheim
Jimmy Elder	Susan Andrews
Pat Hugley-Green	

Others Attending

Claudya Muller, CVL Director
Lyn Anderson, CVL Chief Financial Officer
Robin Shader, CVL Deputy Director
Jorge Vega, Hatcher-Stubbs
Newton Aaron, Newton Aaron & Associates
Debbie McGreggor, Administrative Assistant to the Director
Dominic Cols, Georgia Conservative Voters Coalition

Chair Kelly Pridgen called the meeting to order at 1:08 p.m.

Rick Covington moved to amend the agenda to allow Public Comment ahead of the Executive Session on the agenda so that the public could leave if they so wish. Bobsie Swift seconded the motion. **The motion passed unanimously.**

PUBLIC COMMENT

The Chair recognized Dominic Cols. Mr. Cols presented a request to the Library Board to allow the Georgia Conservative Voters Coalition (GCVC) to hold a rally on the lawn of the Columbus Public Library. Mr. Cols explained that this rally was not in support of any one political group but was to allow candidates to speak to the citizenry on various issues.

The Chair informed Mr. Cols the request would be considered and he would be notified of the Board's decision.

Bobsie Swift moved for the Board to go into Executive Session. Barbara Mack seconded the motion. **The motion passed unanimously.** The Board convened the Executive Session at 1:14 p.m. At 2:11 p.m., Bobsie Swift moved to adjourn the Executive Session and return to the regular session. Mimi Childs seconded the motion. **The motion passed unanimously.** The Executive Session Affidavit is a part of these minutes.

Bobsie Swift moved that the Library Board authorize Jorge Vega to send a letter on the Board's behalf to the City Council via the city attorney and copy to the school district that the needs list is complete and the Library Board is ready to begin the process of spending the remaining funds on green space. Mimi Childs seconded the motion. **The motion passed unanimously.**

Chair Pridgen asked if there were any corrections or changes to the minutes of the June 25, 2009 meeting. Rick Covington moved to approve the minutes as presented. Bobsie Swift seconded the motion. **The motion passed unanimously.**

FRIENDS OF LIBRARIES

Claudya Muller reported that the Friends made \$9,000 in July. \$5,000 was made at the bookstore and \$4,000 was received from their book sale. Dick McMichael made a presentation to the Kiwanis Club using the PowerPoint presentation. He will make the presentation to Rotary in January.

BOARD EDUCATION – There was none.

TREASURER'S REPORT

The Chair recognized Lyn Anderson for the Treasurer's Report. Mr. Anderson reviewed the year-end financials, Period 1 and Period 2. He stated that both revenue and expenses were in line and on target.

DIRECTOR'S REPORT

The Director's Report was distributed prior to the meeting. Ms. Muller informed the Board of a donation of two books and a numbered print of a poem by Major Raymond Christian. Major Christian is stationed at Ft. Benning and has now donated several of his books to the library. He works with the Warriors Transition Unit at Ft. Benning helping soldiers to transition upon returning from areas such as Iraq and Afghanistan. John Wells asked what is done with historical documents that are donated to the library. Ms. Muller stated that they are given to the Genealogy Department. Mr. Wells stated he has a postcard of the Carnegie Library and would like to give it to the library.

UNFINISHED BUSINESS

Mildred L. Terry Construction Update – The Chair recognized Newt Aaron for this report. Mr. Aaron reported that with the exception of some trees that will not be planted until November or December, the construction of the Mildred L. Terry Public Library is complete. The project is under budget by approximately \$150,000. Mr. Aaron stated this includes the small contingency amount for the planting of the trees. Claudya Muller stated that the door going into a storage area in the children's area needs to be painted so that it will blend in with the tree in that area. She asked Mr. Aaron to get a price for doing this work.

COMMITTEE REPORTS

Finance – The Finance Committee brought forth three committee recommendations to the Board.

1. RMG Proposal – The purpose of the proposal is to hire RMG to assist in determining a new Integrated Library System (ILS) for the library. The cost is \$27,000. **The recommendation passed unanimously.**
2. Furlough Budget Adjustments – The required furlough days between now and December reduces the library's Board of Regent funding by \$8,405.66. The committee recommended that rather than ask the 8 staff members to take these furlough days, that the library absorb this expense in the budget. **The recommendation passed unanimously.**
3. CraftySpace Contract – CraftySpace builds library websites using the Drupal content management system. They are the only company using Drupal specialize in library websites. They will also host the site and maintain the software and server upgrades to prevent viruses and hackers. The cost is \$33,000. **The recommendation passed unanimously.**

Operations – The Operations Committee brought forth one committee recommendation.

1. Operating Policy: INF4 Photographs/Videos – With the increased use of technology, library administration felt there was a need to develop a policy addressing photographs and videos since both can easily be taken with a cell phone or other similar hardware without an individual's knowledge. **The policy recommendation passed unanimously.**

South Columbus Public Library Manager Update – Ms. Muller reported that four individuals will be interviewed for this position during the first week of October.

Staffing Update – Ms. Muller reported that in mid-August a memo was sent to the school district changing a part-time position to fulltime effective September 1, 2009. Last week, Ms. Muller was informed that library administration is not allowed to

make any change to the status of an employee without the approval of the Superintendent. After a review of library records, it was found that since 2007, the library has changed 8 people from part-time to fulltime without prior approval. Lyn Anderson and Shon Barnes put together documentation on the reason for changing this position from part-time to fulltime and has sent the information to Human Resources.

NEW BUSINESS

Use of Landscaped Property – Discussion was held on allowing individuals or groups to use the landscaped area of the Columbus Public Library for festivals, rallies, etc. Rick Covington called for the question. Bobsie Swift moved to deny the request of GCVC to use the landscaped area of the library based on the policy set forth by the library. Mimi Childs seconded the motion. **The motion passed unanimously.**

Ms. Swift asked Claudya Muller to call Mr. Cols to inform him of the Board's decision. Ms. Muller stated she and Linda Hyles would call him and follow up with a letter.

CHAIR'S REPORT

The Chair recognized Barbara Mack for an announcement. Ms. Mack explained that she is the member of a small social/civic group. Each year this group sponsors a fashion show/luncheon extravaganza. Part of the proceeds from this event are donated to a community entity. Ms. Mack stated that this year the proceeds of \$1,000 will be donated to the Mildred L. Terry Public Library. The presentation will be made at the Ft. Benning Officer's Club at their meeting on November 21st. Ms. Mack said anyone wishing to attend the presentation should let her know.

Bobsie Swift informed the Board that she had been interviewed by the Urban Libraries Council. Columbus was one of five cities interviewed. Ms. Swift said the interviewer was fascinated with the concept of the public library system coming under the Board of Education different. Ms. Muller stated the results will be shared at a conference in Nashville on December 4-6th. Ms. Muller said she had sent an email to the board members prior to the meeting today giving more details on the conference.

The meeting adjourned at 2:43 p.m.