

Muscogee County Library Board
Thursday, January 28, 2010
Columbus Public Library

Minutes

Members Attending

Frank Star	Bobsie Swift	Jimmy Elder
Mimi Childs	Owen Ditchfield	Price Walker, Jr.
Gary Griesheim	M. A. Dowdell	Barbara Mack

Members Excused

Clark Gillett, Jr.	Barbara Kamensky	Rick Covington
Lisa Goodwin	Susan Andrews	Pat Hugley-Green
John Wells		

Others Attending

Claudya Muller, CVL Director
Lyn Anderson, CVL Chief Financial Officer
Susan Hayes, CVL Collection Coordinator
Debbie McGreggor, Administrative Assistant to the Director

Chair Frank Star called the meeting to order at 1:04 p.m.

The Chair asked that the agenda be amended to include under New Business the following:

- Item B. Finance Committee Recommendation
 - 1. 3M Maintenance Contract Renewal

Item B will become C and Item C will become D

Mimi Childs moved to amend the agenda as outlined by the Chair. Owen Ditchfield seconded the motion. **The motion passed unanimously.**

The Chair asked if there were any corrections to the minutes of the December 10, 2009 meeting. Bobsie Swift moved the minutes be approved as printed. Barbara Mack seconded the motion. **The motion passed unanimously.**

PUBLIC COMMENT – There was none.

FRIENDS OF LIBRARIES

Gary Griesheim reported that Friends of Libraries will hold a book sale on February 13th and 14th. He said that a preview will be held on Friday, February 12th for Friends of Libraries members only. He said that individuals wishing to attend the preview can join the organization at the door.

BOARD EDUCATION

Susan Hayes, CVL Collection Coordinator, made a presentation on how materials are selected, purchased and deselected to maintain a relevant collection for the community.

TREASURER'S REPORT

Lyn Anderson presented the Treasurer's Report. Mr. Anderson reminded the Board that the line items listed under BOR Grants—Library Materials was budgeted \$88,327 but due to state cutbacks, the library will only receive a little over \$40,000. This item is offset by the Talking Books Center line item because it was thought some of the services offered by the Library for the Blind would be cutback this year so this item was budgeted for \$33,000. However, because these services were not cutback as originally thought, the library will receive approximately \$69,000. Gary Griesheim moved that the Treasurer's Report be approved as presented. Bobsie Swift seconded the motion. **The motion passed unanimously.**

DIRECTOR'S REPORT

Claudya Muller reported that Joan Lakes, the receptionist for CVL, passed away on Wednesday. She had taken ill between Thanksgiving and Christmas and was in the cardiac ICU for several weeks. She had been improving and was to be moved to a rehabilitation center but passed away. Ms. Muller stated that Ms. Lakes will be sorely missed because of her knowledge of the library system and ability to assist customers without having to send them to other departments. A book endowment will be set up in Ms. Lakes memory. Anyone wishing to donate should talk to Lyn Anderson.

Ms. Muller asked the Board members to read the articles given to them as they arrived at the Board meeting. She stated that these articles are beneficial in providing information for legislators, elected officials or other people in the community about what libraries are doing and how important libraries are. The article entitled "The Perfect Storm" talks about the increase in use in public libraries at the same time that funding for libraries is going down.

UNFINISHED BUSINESS

Strategic Plan Goals – Claudya Muller stated that last summer the Regional Board worked extensively to draft goals and then asked the staff to begin work on the measurable objectives that would move the library forward toward goals. Once work began on the objectives, it was realized, especially on the first goal, that it is so broad and all inclusive that has been extremely difficult to come up with a reasonable number of

objectives. She said she is asking each of the library boards to think about, discuss and come back to the Regional Board with the one issue in the community that is the most important thing for the library to concentrate on addressing in the next three years. She reported that she has already heard from Cusseta-Chattahoochee County. They feel the most important for the library to do is to help with literacy/life skills, Internet access and the vital role it plays in job searches and applying for jobs.

She asked the Board to discuss this at their next board meeting. Their recommendation will be given to the Regional Board at the April meeting. Chair Star charged the Operations Committee with reviewing the goal and bringing recommendations back to the Library Board at their next meeting for discussion and approval.

NEW BUSINESS

Operations Committee Recommendation – Operating Policy MNG4 Facilities Use

Mimi Childs stated the recommendation is a change to the MNG4 Facilities Use Policy. Ms. Childs deferred to Ms. Muller for an explanation for the change. Ms. Muller stated that there are number of for-profit businesses that use the meeting rooms. She said there is no issue if they are using the rooms for training, introducing new products, etc. but if they are actually selling their goods, that is inappropriate use of the meeting rooms. The meeting rooms are not intended to be the location of someone's business. The changes to the policy give staff members the authority they need to be sure the rooms are not used inappropriately.

Owen Ditchfield asked why it is just meeting rooms and not areas such as the Children's Garden. Ms. Muller explained that those areas, i.e. Children's Garden, outside landscaped areas, Mildred L. Terry Public Library Garden, etc. are addressed in a separate policy.

Mr. Ditchfield asked about the second paragraph which states, "...reserves the right to deny facility usage to any group..." and where the line is drawn with who can or cannot use the facility. Ms. Muller stated that under a Supreme Court ruling, use of spaces cannot be denied based on the content of the meeting.

Barbara Mack asked if the word facility should be removed because this policy is directed at meeting rooms only. Ms. Muller asked Debbie McGreggor to change the wording to "space" to make the document consistent. Chair Star stated that suppose a group wanted to use the foyer. He said this is not a meeting room but it is a meeting space.

Bobsie Swift moved to amend the recommendation to include the corrections to the policy of using the word "space" instead of "room" and rename the policy Meeting Space Use. Barbara Mack seconded the motion. **The motion passed unanimously.**

The committee recommendation as amended passed unanimously.

Finance Committee Recommendation – 3M Annual Software Maintenance Agreement
Claudya Muller explained this is the annual renewal of the 3M software maintenance contract for \$49,000. She stated that due to the amount it must also go before the Muscogee County Board of Education for approval. **The committee recommendation passed unanimously.**

Conflict of Interest – Board members were given their annual Conflict of Interest Affidavits upon entering the meeting. Ms. Muller asked that Board members complete and return the statements to Debbie McGreggor as soon as possible.

Committee Assignments – 2010 Library Board Committee lists were distributed to Board members at the meeting. Chair Star asked if anyone wanted to change their committee assignment. Owen Ditchfield stated that according to the Trustee Manual there is a Personnel Committee but he did not see it on the committee list. Ms. Muller explained that the personnel functions are handled by the Operations Committee. She stated there are also three ad hoc committees that are appointed as needed and they are nominating, art and bylaws.

CHAIRMAN’S REPORT

Chair Star reported that he had received a letter from Barbara Rothschild regarding the Board’s decision to name the grand staircase in memory of David Rothschild II. (Copy attached as part of these minutes.)

The Chair said there has been a lot of discussion over the wording for the plaque to commemorate the naming of the grand staircase. The final wording for the plaque is:

Rothschild Grand Staircase
Named in memory of
David Rothschild II
Through his example and generosity,
he inspired people to learn and grow.

Ms. Muller stated that the plaque will be the size of one of the stones in the wall and will have the same finish as the other plaques. There will be an unveiling of the plaque with the Rothschild family and general public. Chair Star said that attendees of the unveiling will be encouraged to bring books or money to buy books for the library in memory of David Rothschild II. Bobsie Swift asked if books that are bought at Barnes & Noble be put on the shelves of the library. She said she thought they had to have a special binding. Ms. Muller stated that Children’s books really need to be bought by the library because of the special binding but that adult books are fine with the trade binding.

The Chair addressed the issue of the greenspace and brought the Board up-to-date. He stated that the efforts of Dr. Philip Schley and Mayor Jim Wetherington should be thanked because they were able to bring this effort to fruition. He said that he would write each of them a letter

thanking them on behalf of the Library Board. He also expressed thanks to Bobsie Swift who worked diligently on this project as well especially in negotiations with attorneys and city officials. He said the most important thing is that this is now resolved. The suit filed by the Park Coalition has been withdrawn.

The Memorandum of Understanding was signed by the City Council on Tuesday night and on Saturday morning, the Board of Education will sign the document. The Chair read from the Memorandum of Understanding as follows:

“Whereas, in addition, Columbus agrees to release \$1,050,412.46 contained in the 1999 SPLOST Projects Account to MCSD and the Library Board for the purpose of removing asphalt on property owned by MCSD located behind the Muscogee County Library and for seeding and landscaping said property to the extent that said funds will allow.”

Chair Star stressed this was extremely important because it defines the Muscogee County Library Board’s responsibility. The Chair said he had a long and detailed explanation given to him by Jorge Vega, the library’s attorney. He was very specific in stating that the Library Board has the authority to remove the asphalt and seed and landscape the property to the extent the million dollars will provide. In his opinion, the Library Board is not empowered to do anything else. This is particularly important because many are already talking about wanting walking trails and playgrounds. The Chair said that the Library does not own the property, the school district does and they will maintain it. The Library Board will make it green but that is the limit of the power of the Library Board. He stated that a Servant Leadership student group is already prepared to make a presentation to the Library Board to build a playground for autistic children on the property. The Chair agreed this would be wonderful; however, the Library Board does not have the authority to do that because the Library Board does not own the property.

Chair Star shared with the Library Board a map of the area that is to be reclaimed. The Chair asked that Newton Aaron & Associates in their plans to work on the part immediately behind the library toward the creek then head west.

Owen Ditchfield moved that the Muscogee County Library Board supports and accepts the Memorandum of Understanding, particularly:

“Whereas, in addition, Columbus agrees to release \$1,050,412.46 contained in the 1999 SPLOST Projects Account to MCSD and the Library Board for the purpose of removing asphalt on property owned by MCSD located behind the Muscogee County Library and for seeding and landscaping said property to the extent that said funds will allow.”

Bobsie Swift seconded the motion. **The motion passed unanimously.**

Claudya Muller stated that as soon as the Memorandum of Understanding has been finalized by the Muscogee County School District and they give the library the go ahead with the work to be done that Newt Aaron and Larry French get together and bring back a scope of work to the Library Board.

Newt Aaron suggest that the Library Board ask that the funds be turned over from the city to the school district and allow the school district to write the checks. He stated this was in no way against the city but simply cutting out the middle man. Ms. Muller stated that she would contact Jorge Vega concerning how the process will be handled.

The meeting adjourned at 2:21 p.m.

The next meeting of the Muscogee County Library Board will be held on Thursday, February 25, 2010.