

Muscogee County Library Board Meeting  
Thursday, February 25, 2010  
Columbus Public Library

Minutes

Members Attending

Frank Star	Jimmy Elder	Lisa Goodwin
Barbara Mack	Price Walker, Jr.	Rick Covington
Gary Griesheim	Mimi Childs	Susan Andrews
Owen Ditchfield		

Members Excused

Bobsie Swift	Barbara Kamensky	John Wells
Clark Gillett, Jr.	M. A. Dowdell	Pat Hugley-Green

Others Attending

Claudya Muller, CVL Director  
Robin Shader, CVL Deputy Director  
Lyn Anderson, CVL Chief Financial Officer  
Newt Aaron, Newton Aaron & Associates  
Stuart Rayfield, CSU Servant Leadership Program  
Debbie McGreggor, Administrative Assistant to the Director

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

The Chair asked if there were any corrections to the minutes of the January 28, 2010 meeting. Jimmy Elder moved the minutes be approved as printed. Barbara Mack seconded the motion. **The motion passed unanimously.**

PUBLIC COMMENT

The Chair recognized Stuart Rayfield, Columbus State University (CSU) Servant Leadership Program Sponsor. Ms. Rayfield turned the program over to the senior students who are in the CSU Servant Leadership Program. The students presented a recommendation to the Board to allow a playground that is geared toward physically disabled children, particularly autistic children, to be developed on land located behind the Columbus Public Library. The group will be making a presentation to the school board and asked that the Library Board support the recommendation.

Chair Star explained to the group that the Muscogee County Library Board has been charged with the duties of asphalt removal, soil preparation and the planting of ground cover for the area only. He stated that the funds available may not even be sufficient to completely address the entire 14 acres. He explained that construction of a playground or any other structure would have to be approved by the Muscogee County Board of Education. The group informed the Board that they are raising private funding for the facility and understand that it is the school board that will have to approve the endeavor. They were looking for support of the measure from the Library Board since the facility would be constructed behind the Library. Jimmy Elder moved that the Library Board support the plan as presented by the Columbus State University Servant Leadership Program to erect a playground facility for disabled children behind the Library and that they be allowed to convey the support of the Library Board to the Muscogee County School District when making their presentation to them. Owen Ditchfield seconded the motion. **The motion passed unanimously.**

#### FRIENDS OF LIBRARIES

Gary Griesheim reported that the Friends of Libraries book sale that was held on February 13<sup>th</sup> and 14<sup>th</sup> was a success. He stated the book sale and sales at the book store raised approximately \$5,500.

Mr. Griesheim reported that membership in the organization continues to rise and feels Dick McMichael's PowerPoint presentation to various civic organizations has been instrumental in this increase.

At this time, the Chair asked that Board Education be moved to the end of the agenda due to a number of action items needing to be covered.

#### TREASURER'S REPORT

Lyn Anderson reviewed the Period 7 Financials with the Board. After reviewing both revenue and expenses with the group, he stated that both categories are a little ahead of budget. Barbara Mack moved to approve the Treasurer's Report as presented. Price Walker, Jr. seconded the motion. **The motion passed unanimously.**

#### DIRECTOR'S REPORT

Ms. Muller distributed a portion of the Georgia Public Library Service annual report on the public libraries in Georgia and how they compare. She said one area she was extremely proud of was the fact that the Chattahoochee Valley Libraries ranked second in the state for percentage of library system population with library cards at 65%. She stated that the National average is 50%.

Mimi Childs stated she felt the Board needed to convey to the library staff how very proud the Board is of their hard work. Jimmy Elder moved that the Library Board commend the superb library staff for their professionalism and hard work that has delivered results exceeding goals and expectations, effectively using funding, promoting literacy and utilizing innovative

approaches to provide library services that engage more individuals than ever in our history. Mimi Childs seconded the motion. **The motion passed unanimously.**

Ms. Muller reminded Library Board members of the American Library Association conference coming up June 24-29 in Washington D.C. She stated that the library does have funds available for Trustees to participate in this conference. Board members were asked to please let Ms. Muller know if they wish to attend the conference as soon as possible so that she may request approval for out-of-state travel from the school district.

Ms. Muller informed the Board she had received copies of a new book on how to be a successful Library Trustee. She said that those interested in reading the books should contact Debbie McGreggor who will handle checking them in and out for Trustees.

#### UNFINISHED BUSINESS

Strategic Plan Goals – Ms. Muller stated that the library staff was charged with developing objectives from the goals outlined and approved by the Regional Board. She stated that they have found the goals to be too broad to be able to develop meaningful objectives. She said that all library boards are being asked to come up with one or two areas that they feel need to be focused on during the next three years. She said several of the boards have stated basic literacy as a main priority.

After discussion, the Board stated that they felt basic literacy, lifelong learning and job searching skills were important. However, Board members also stressed it was important to include the library's contribution to the quality of life here.

#### NEW BUSINESS

##### Operations Committee – Employee of the Year

Claudia Muller explained the process for selecting the Employee of the Year. The Operations Committee selects the individual from all those individuals who were named Employee of the Month throughout the year. This year's recipient was Eric Willis.

##### Facilities Committee

3 Year Plan – The Facilities Committee brought a recommendation to the Board to approve the 3-Year Plan for remodeling, improving and renovating the North Columbus Public Library, South Columbus Public Library and the Columbus Public Library over the next three years as funds become available. This plan would allow for Newton Aaron & Associates and Hecht Burdeshaw Architects to continue working with the Library in these areas. **The recommendation passed unanimously.**

Klinkerfus and Wilkins Endowment Funds -- The Facilities Committee brought a recommendation to the Board to approve the use of interest from the Klinkerfus and Wilkins Endowment Funds to be used to replace old and damaged furniture at the South Columbus Public Library. **The recommendation passed unanimously.**

#### Finance Committee

Preliminary Budget 2010/2011 – Lyn Anderson presented the 2010/2011 Preliminary Budget to the Board for approval. Mr. Anderson explained that there will still be changes made to the preliminary budget but that he must send a preliminary budget to the school district. Jimmy Elder moved to approve the preliminary budget for 2010/2011. Gary Griesheim seconded the motion. **The motion passed unanimously.**

#### CHAIRMAN'S REPORT

The Chair stated that he would like to recommend that the Library Board work to acquaint the school board with what all the Library Board does and what the library does for the community. He said he would like to have one-on-one meetings with school board members giving them talking points on what the library has achieved and plans to achieve in the coming years.

Lisa Goodwin suggested that the Library Board get on the school board agenda and make a presentation to them about the library. The Chair stated he felt that was good but that he did not feel a once a year report was sufficient. Owen Ditchfield stated that as a past member of the school board he agreed with the Chair.

The Chair stated that he and Claudya Muller would be meeting with Dr. Andrews and Dr. Schley to discuss the library with them. He asked Board members to let him know if there were particular school board members they would like to talk with at one of these one-on-one meetings.

The meeting adjourned at 1:21 p.m.