

Muscogee County Library Board Meeting
Thursday, October 25, 2012
Columbus Public Library

Minutes

MEMBERS ATTENDING

Frank Star	David Fox	Meridith Jarrell	Ex-Officios:
Owen Ditchfield	Lisa Goodwin	Price Walker, Jr.	Gary Gibson
M. A. Dowdell	Clark Gillett, Jr.	Kent Illges	John Donohue
Barbara Mack			Tyler Townsend
			Norene Marvets

MEMBERS EXCUSED

Michelle Griffin	Rick Covington	Carleton Coleman	Ex-Officios:
Lori Auten			John Phillips
			John Wells

OTHERS ATTENDING

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

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

MINUTES

The Chair asked if there were any corrections to the minutes of the September 27, 2012 meeting. Owen Ditchfield moved the minutes be approved as distributed. David Fox seconded the motion. **The motion passed unanimously.**

PUBLIC COMMENT – There was none.

FRIENDS OF LIBRARIES

Chair Star introduced John Donohue to the Board members. Claudya Muller explained that in the past there has always been a library board member who was also serving on the Friends of Libraries Board. Since that is no longer the case, the Friends of Libraries Chair will serve in an ex-officio capacity on the Library Board.

Mr. Donohue expressed his appreciation to the Board for allowing the Friends to serve in an ex-officio capacity on the Library Board.

Mr. Donohue reported that the Friends of Libraries are currently focusing on two major areas. Those areas are procedures and revenue enhancement. He stated they feel there are improvements that can be made in both of these areas that will in the end provide for more program funding for the libraries.

LIBRARY FOUNDATION

The Chair recognized Tyler Townsend for the Library Foundation report. Mr. Townsend said the Foundation is currently involved in the promotion of the annual campaign which will conclude with the annual Gala. He reported that Scott Turow will be the author/speaker at this year's event. Mr. Turow will be made available to address the public the day after the Gala.

Mr. Townsend expressed the Foundation's continued commitment to provide financial support to the libraries to enable them to continue providing excellent programs and services.

Claudia Muller asked to address the Board on a request made by the Library Foundation which will require Board approval. (Copy of Library Foundation memo attached.) Ms. Muller explained that due to a change in the sponsorship levels of the Foundation, there would be a pre-reception held this year. In order to do that, the Foundation has asked that the east side of the library, starting with the CB&T/Synovus rooms to the porte-cochère be closed at noon on Saturday, January 26, 2012. They would also like for the parking lot associated with the porte-cochère be closed to the public at 5:00 p.m. Ms. Muller explained this would allow for setting up for the reception. Kent Illges moved to approve the closing per the Library Foundation's request. Lisa Goodwin seconded the motion. **The motion passed unanimously.**

Ms. Muller asked Mr. Townsend who would be responsible for the signage indicating the closing. Mr. Townsend stated he would prefer that she get with Jeanne Swift and the Development Committee to make this determination.

TREASURER'S REPORT

Treasurer M. A. Dowdell asked Lyn Anderson to provide the financial report. Mr. Anderson reported that revenue for the period is slightly ahead of budget. Owen Ditchfield asked why Marion County shows no income contribution has been received. Mr. Anderson explained that the system has received income from Marion County but that it was received after the end of the period and will show on the next financial report. Mr. Anderson reported that expenses are slightly below budget for the period. Owen Ditchfield moved the Treasurer's Report be approved as distributed. Kent Illges seconded the motion. **The motion passed.** Owen Ditchfield abstained.

DIRECTOR'S REPORT

The Director's Report was distributed to the Board prior to the meeting. Ms. Muller added to her report that she attended the dedication of the Servant Leadership playground located behind the library. This playground is for special needs children and was a project of the Servant

Leadership students at Columbus State University. Ms. Muller passed around the program that was distributed at the dedication (attached to these minutes). She said the playground will officially open next week. Ms. Muller was asked if the library will be responsible for the upkeep of the playground. Ms. Muller explained that the playground is on Muscogee County School District property. The library will not be responsible for any upkeep of the facility. That will be the responsibility of the Plant Services Department of the Muscogee County School District. Owen Ditchfield asked if there will be access from the Children's Garden at the library. Ms. Muller stated there would not because it is quite a distance to the playground from the Children's Garden.

Chair Star reminded the Board of the controversy that once plagued the library over a park being built on remaining property located behind the library. He stated the playground is an excellent resolution to the situation.

UNFINISHED BUSINESS

Finance Committee – Pay Scale Update

M. A. Dowdell reported that at the Finance Committee meeting on October 16th. Phillip Blount of Phillip Blount and Associates provided a final report on the pay scale review his firm has been working on for almost a year. Only a few positions fell below the minimum range. To be able to compare to other libraries, the consulting firm based their numbers on a 260-day year instead of the 240-day year. Claudya Muller reminded the Board that library employees must take the two weeks at Christmas and the Spring Break week as furlough and are not paid for those three weeks. Ms. Dowdell reported that after adjusting the bottom of the range for each of the library staff for the 260 to 240-days issue, the pay adjustments needed to get every employee to the minimum of each pay range will cost \$56,078. Ms. Dowdell asked Ms. Muller to address how the needed increases would be handled.

Ms. Muller stated that no changes would be made this fiscal year. She said they would include the needed changes in the budget for FY2013/2014.

NEW BUSINESS

Nominating Committee Recommendations – David Fox, Nominating Committee Chair, made the following Nominating Committee recommendations.

1. Reappointment of Clark Gillett, Jr. – Mr. Fox reported that Dr. Gillett his fulfilled one full term on the Library Board and is eligible for one more full term. The Nominating Committee recommended the reappointment of Clark Gillett, Jr. **The recommendation passed unanimously.**
2. Replacement for Barbara Mack – Mr. Fox reported that Ms. Mack has moved out of the Muscogee County residence area as required by the bylaws and is therefore ineligible to serve on the Muscogee County Library Board. The Nominating Committee recommended Helene Watson to replace Ms. Mack on

the Library Board. Her term will commence on January 1, 2013. **The recommendation passed unanimously.**

3. 2013 Slate of Officers – Mr. Fox presented the following Slate of Officers for 2013 as recommended by the Nominating Committee.

Chair – Meridith Jarrell
Vice Chair – Michelle Griffin
Treasurer – M. A. Dowdell
Secretary – Carleton Coleman

The recommendation passed unanimously.

Early Closing – This item was discussed and resolved earlier in the meeting under the Library Foundation report.

CHAIR’S REPORT

Chair Star reported that as a member of the Columbus Regional Healthcare Foundation Board of Directors, he recommended at their meeting earlier today that the Foundation assist in the funding of the Children’s Book Festival to be held next year. He said that with the building of the new Columbus Regional Women and Children’s hospital, it would be an excellent tie-in for the hospital and library. He stated that the Foundation Board seemed very interested in such a venture and asked him to provide the Foundation with a grant request for the project. Chair Star said he will be working with Linda Hyles to develop the request.

The meeting adjourned at 1:45 p.m.

The next meeting of the Library Board will be Thursday, December 6, 2012.