

Chattahoochee Valley Libraries Board Meeting
Thursday, October 21, 2010
Columbus Public Library

Minutes

MEMBERS ATTENDING

Sivan Walker-Dixon Gary Griesheim
Lisa Goodwin Frank Star
Dorothy Kennedy

MEMBERS EXCUSED

Abbie Dillard
Jimmy Elder

OTHERS ATTENDING

Claudya Muller, CVL Director
Debbie McGregor, Administrative Assistant to the Director
Chris Warren, Director of Library Design/South Columbus Public Library Manager

In the absence of Chair Abbie Dillard, Vice Chair Sivan Walker-Dixon conducted the meeting.

Vice Chair Walker-Dixon called the meeting to order at 5:31 p.m.

The Vice Chair asked if there were any corrections to the minutes of the July 15, 2010 meeting. Frank Star moved the minutes be approved as distributed. Gary Griesheim seconded the motion. **The motion passed unanimously.**

PUBLIC COMMENT – There was none.

TREASURER'S REPORT

Claudya Muller reported to the Board that up-to-date figures were not available from the Muscogee County School District due to problems with the new financial system. A complete report will be distributed at the next meeting of the Board.

DIRECTOR'S REPORT

The Director's Report was distributed prior to the meeting. Ms. Muller stated she had nothing to add to her report.

UNFINISHED BUSINESS

Strategic Plan – Ms. Muller informed the Board of two changes to the Strategic Plan. She stated these changes were under the fourth goal which relates to advocacy for the libraries were as follows:

Objective 4.1: By FY 2013, increase Foundation net donations received to \$300,000 annually for operations.

Objective 4.2: Increase yearly naming/endowment giving to \$750,000.

Personnel Policies Review – The Vice Chair asked that the following personnel policies be approved as a block since there were no revisions to them.

1. PERS18—Performance Evaluation
2. PERS19—Work Week
3. PERS20—Transition (240 to 260 days)
4. PERS21—Employee Termination of Employment
5. PERS22—Emergency Closing Compensation
6. PERS23—Transportation Reimbursement
7. PERS24—Electronic Communications Policy
8. PERS25—Board Member Expense Reimbursement

Frank Star moved PERS18 through PERS25 be shown as reviewed and approved. Gary Griesheim seconded the motion. **The motion passed unanimously.**

Operating Policies Review – The Vice Chair asked that the following operating policies be approved as a block since there were no revisions to them.

1. INF1—Priorities for Reference Service
2. INF2—Interlibrary Loan Policy
3. INF3—Computer/Internet Use
4. INF4—Electronic Communications Policy
5. INF5—Guest Computer Card
6. GSV1—Volunteer Policy
7. GSV2—Volunteer Background Check Policy
8. GSV3—Programs
9. GSV4—Tours
10. GSV5—Film Showings

Frank Star moved to approve operating policies INF1 through INF5 and GSV1 through GSV5. Gary Griesheim seconded the motion. **The motion passed unanimously.**

Personnel Policy Revision – 2nd Reading: PERS15—Initial Employment Period

This was the second reading of the policy revision. Gary Griesheim moved to approved the PERS15 policy revision as presented. Lisa Goodwin seconded the motion. **The motion passed unanimously.**

NEW BUSINESS

Policy Revision – CUS2—Customer Behavior – 1st Reading

Ms. Muller explained the main reason for this policy revision is the new gun law in Georgia and its impact on the policy.

Dorothy Kennedy asked if an attorney had reviewed the policy. Ms. Muller stated that legal counsel was asked to render a decision on the impact of the law because the law is different for government buildings versus school buildings. She said that since the library buildings in Muscogee County are owned by the school district, the law for them is different from the law as it pertains to the county library buildings since they are owned by the county funding authorities.

Lisa Goodwin asked if the Code of Conduct is prominently displayed in all buildings. Ms. Muller stated that it will be located on all public bulletin boards in all library buildings. Ms. Goodwin stated that if these bulletin boards are not located very close to building entrances that the library administration may want to make sure the Code of Conduct is located in some area very close and very visible at the entrance to the libraries.

Ms. Goodwin asked if the policies are on the website. She was informed that they are and are easily accessible.

The policy will come back to the Board for a second reading and vote at the January 2011 meeting.

Nominating Committee

Ms. Muller stated that Jimmy Elder will be retiring from the Muscogee County Library Board effective December 31, 2010. She said that the Muscogee County Library Board Chair would appoint his replacement at their January 2011 meeting. She said the Nominating Committee would need to present a slate of officers at the January 2011 meeting that would be voted on at that time.

The Vice Chair appointed Frank Star, Gary Griesheim to the Nominating Committee with the Vice Chair serving as Chair of that committee.

CHAIR'S REPORT

The Chair's Report was distributed prior to the meeting.

COUNTRY LIBRARY REPORTS

Muscogee County – Dr. Star reported that the Muscogee County Library Board is currently involved in setting up one-on-one lunchtime meetings with members of the Muscogee County School Board. The purpose of the meetings is to inform the School Board of what is going on in the libraries and to open lines of communication between the two boards.

Stewart County – Dorothy Kennedy reported that Stewart County is still working on opening a library in Lumpkin. She stated that they are now looking at possibly constructing a new facility, possibly a metal building structure, because the cost is much less than that of conventional construction. She said they are looking more at a multi-purpose facility and not just a library. She said she has been attending public forums held by officials running for office and they all seem to be very supportive of a new library facility in Lumpkin.

Marion County – Sivan Walker-Dixon stated that Marion County is working hard on the upcoming NASA project to be at the library in December. Ms. Muller stated that Henry McCoy, Marketing & Programming Coordinator, is trying to get an astronaut to appear at the Marion County Library during the exhibition.

Ms. Walker-Dixon stated she had attended a webinar geared at rural libraries and found it to be very informative. She said she hopes that more of these type webinars will be available in the future.

There being no further business, the meeting adjourned at 5:55 p.m.

The next meeting of the Chattahoochee Valley Libraries Board will be Thursday, January 20, 2011.