

Chattahoochee Valley Libraries Board Meeting
Thursday, April 15, 2010
Columbus Public Library

Minutes

Members Attending

Abbie Dillard Frank Star
Dorothy Kennedy Lisa Goodwin
Gary Griesheim

Members Excused

Jimmy Elder
Sivan Walker-Dixon

Others Attending

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

Chair Abbie Dillard called the meeting to order at 5:30 p.m.

The Chair asked if there were any corrections to the minutes of the January 21, 2010 meeting. Frank Star moved the minutes be approved as printed. Lisa Goodwin seconded the motion. **The motion passed unanimously.**

PUBLIC COMMENT – There was none.

TREASURER’S REPORT

Mr. Anderson reviewed the financials with the Board. He stated that the only funding authority he has not received funds from is the City of Lumpkin. Ms. Muller stated they have said they will withhold funding until the library reopens in Lumpkin. Ms. Muller reported that presentations are currently underway to each of the funding authorities in all of the counties requesting a 2% increase in funding. Frank Star moved to approve the Treasurer’s Report. Gary Griesheim seconded the motion. **The motion passed unanimously.**

DIRECTOR’S REPORT

The Director’s Report was distributed by Claudya Muller prior to the meeting. She added to her report that Aflac has committed to 3 more years of funding the Vacation Reading Program at \$16,000 a year.

She also reported that Scott Ressmeyer has donated a digital recording studio to the library for the benefit primarily of blind users but the studio will be available to the community at large. The studio will be in the renovated multi-media room. The estimated cost of the recording studio and the renovations to the room is approximately \$100,000.

Dr. Star asked if the \$285,000 Knight Foundation Grant will cover the cost of the new mobile library. Ms. Muller stated that there are three companies that build these vehicles and the grant will cover the cost. Gary Griesheim stated he felt this vehicle has a real potential to possibly assist in areas that do not have library access.

Chair Dillard thanked Robin Shader for preparing the Director's Report in Ms. Muller's absence.

UNFINISHED BUSINESS

Strategic Plan -- Chair Dillard asked Ms. Muller to address the Strategic Plan. Ms. Muller reminded the Board that at its last meeting it was discussed that the first two goals initially discussed were so broad that the staff was having a difficult time coming up with a reasonable number of objectives for each of those goals. Since the last meeting, Ms. Muller has met with each of the library boards and asked for their input on what they feel are priorities for their counties. The amended Strategic Plan Goals were the end result of those discussions. The amended document was distributed prior to the meeting. Gary Greisheim moved to approve the amended Strategic Plan Goals. Frank Star seconded the motion. **The motion passed unanimously.**

NEW BUSINESS

The Chair explained there were no revisions to any of the Personnel Policies and that the only Operating Policy with a revision was CUS1—Customer Service. She asked for approval of all Personnel and Operating Policies that were not revised.

Personnel Policies Review

1. PERS1 – Professional Development Opportunities
2. PERS2 – Tuition Reimbursement
3. PERS3 – Conference Attendance - Staff
4. PERS4 –Professional Association Memberships
5. PERS5 – Conference Attendance - Board
6. PERS6 – Outside Employment
7. PERS7 – Gifts and Honoraria
8. PERS8 – Access to Employee File Information

Operating Policies Review

1. CUS1 – Customer Service (**Revision**)
2. CUS2 – Customer Behavior
3. CUS3 – Safe Child Policy
4. CUS4 – Staff Room Use
5. CIR1 – Library Cards

6. CIR2 – Loan Periods
7. CIR3 – Renewal of Materials
8. CIR4 – Holds
9. CIR5 – Blocks

Frank Star moved to approve both Personnel and Operating Policies as presented. Gary Griesheim seconded the motion. **The motion passed unanimously.**

The Chair stated that the changes to CUS1—Customer Service did not change the content of the policy. The changes were mainly to clarify the policy. Lisa Goodwin moved to approve the policy as amended. Gary Greisheim seconded the motion. **The motion passed unanimously.**

CHAIR’S REPORT

The Chair said she had discussed with Claudya Muller a policy that was discussed at the last Board meeting, MNG4—Facilities Use. Chair Dillard stated this policy concerns her because of the language in it. She said the language stating that the library cannot be used for any for-profit use. She said her reason for concern stemmed from conferences and hearing attorneys that represent the state library tell the attendees that if the library has opened the meeting rooms to the public then you cannot prohibit anyone from using the meeting rooms based on the content of the meetings so long as it is a legal activity. She asked the Board to think about this policy and at the next meeting the Board can discuss the ramifications of this policy. Dr. Star asked if this included land surrounding the libraries as well. Ms. Muller stated it was to library facilities and it has been a standard practice that libraries say they will not allow commercial activity. She said it becomes a real fine line. Ms. Muller said that when reviewing the policy, the Board may want to consider removing the phrasing that excludes commercial activity.

Dr. Star stated he felt those commercial entities wanting to use the meeting rooms should be approached about making a donation to the Library Foundation. Gary Griesheim stated his company uses meeting rooms around the city located in hotels and they can be quite expensive. He said the library is providing the same accommodations and should take advantage of possible donations that could be derived from them. Ms. Muller asked Robin Shader and Debbie McGreggor to work with Linda Hyles to add wording about donations to the meeting room reservation form. Ms. Muller said this could be done in the counties as well.

Lisa Goodwin stated that the public often make request of the city for use of city property. Ms. Goodwin asked Ms. Muller to get a legal opinion on the issue. Ms. Muller stated she had discussed with the library’s attorney at one time but would contact him again to verify.

The Chair reported that Cusseta-Chattahoochee County is going to pursue having a Literacy Bell at the library in Cusseta. They are applying for a grant from Sumter Electric to help defray the expense. The bell has been donated and the Chamber of Commerce is going to help with the construction. They hope to begin the program in September.

COUNTY LIBRARY TRUSTEE REPORTS

Muscogee County Board – Frank Star reported that the Muscogee County Library Board is currently working on the unveiling ceremony for the David Rothschild Grand Staircase at the Columbus Public Library. He said they are hoping it will be in conjunction with the removal of the first load of asphalt from behind the library.

Lisa Goodwin reported that there was a 25th Anniversary celebration for CALA (Columbus Area Library Association) at the Mildred L. Terry Public Library. Ms. Muller stated that Silvia Bunn, MLTPL Manager, was honored during that celebration with the Libra Award.

Friends of Libraries -- Mr. Griesheim reported that the Friends of Libraries had a very successful book sale in February. He said that the Library Bookstore also had very good sales during the book sale. Approximately \$5,000 was received from the book sale and bookstore. The next book sale will be in July.

The Chair thanked everyone for their support of CCCPL during the recent loss of library employee Andrea Lewis.

There being no further business, the meeting adjourned at 6:12 p.m.

The next meeting of the Chattahoochee Valley Libraries Board of Directors will be Thursday, July 15, 2010.