

Muscogee County Library Board Meeting  
Thursday, December 2, 2010  
Columbus Public Library

Minutes

Members Attending

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

Members Excused

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

Others Attending

Claudya Muller, CVL Director  
Lyn Anderson, CVL Chief Financial Officer  
Debbie McGreggor, Administrative Assistant to the Director  
Alice Budge, Friends of Libraries President  
Jim Shehy, CVL Volunteer Coordinator  
Shon Barnes, Employee Relations/Staff Development Coordinator

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 October 28, 2010 meeting. Bobsie Swift moved to approve the minutes as presented. Gary Griesheim seconded the motion. **The motion passed unanimously.**

PUBLIC COMMENT

The Chair recognized Alice Budge of the Muscogee County Friends of Libraries. Dr. Budge expressed appreciation on behalf of the Friends of Libraries to outgoing Board members Jimmy Elder, Bobsie Swift and Barbara Kamensky. The Friends present each of the members with a tote bag and \$10 gift certificate to the Library Bookstore.

The Chair recognized Shon Barnes and Jim Shehy. Ms. Barnes stated that the Friends of Libraries presented all library staff with a gift certificate good for a pie from Fresh Market. The reason for the gift was to acknowledge the hard work of the staff during the transition to a new Integrated Library System (ILS). Ms. Barnes said they, as representatives of the staff, wished to

publicly thank the Friends for their generosity not only for the gift certificates but for their support of the libraries throughout the year.

#### FRIENDS OF LIBRARIES

Gary Griesheim reported that he has been through several "Go Live" transitions with computer systems and knows firsthand the stress and hard work involved in these type transitions. He said the Friends of Libraries were glad they could acknowledge the hard work of the staff by giving out the gift certificates to Fresh Market.

Mr. Griesheim reminded the Board that the Friends will support the advocacy efforts of the Library Board with their meetings with the Muscogee County School Board.

#### TREASURER'S REPORT

Lyn Anderson presented the Treasurer's Report. Mr. Anderson explained to the Board that the school district is still working on problems with the new financial reporting system and that is why the Board only received the revenue report for the period. He stated that he hoped to have a full financial report for the Board at the Board meeting in January.

#### DIRECTOR'S REPORT

The Director's Report was distributed to the Board prior to the meeting. Ms. Muller stated she had a few things to add to the report. She stated that a letter is being sent to Dr. Andrews requesting a timeline as to when the library will be able to begin accepting credit card payments for fees and fines. She stated that library customers had been told that the library would be able to accept credit card payments once the new ILS was online.

Ms. Muller reported that the Marion County Public Library received Provider of the Year for the second time in three years from the Marion County Family Connection.

Ms. Muller reported the Library had received a letter from the Alliance Defense Fund wanting reinstatement of Caleb Hanson. The letter was turned over to Jorge Vega (library attorney) and he has responded to the letter.

Ms. Muller said she would be holding orientation meetings with new Board members in the next few weeks. Owen Ditchfield asked if he could be notified of the meetings so that he could attend one of them.

Owen Ditchfield asked why some of the stats were missing from the Borrower's Stats in the Director's Report. Ms. Muller stated she would check with Jan Perret to find out why those numbers were not included. The Chair asked if there was a specific reason for circulation to be down. Ms. Muller stated that the majority of the loss in circulation was due to the library being closed during the transition to the new ILS system.

#### UNFINISHED BUSINESS

MCS D Lunches – The Chair reported that the lunch meetings as previously discussed did not materialize as the Board had hoped. He asked that each Board member select a School Board member they would like to call and set up a time for them to meet.

The following chart shows which Library Board member will call which School Board member to set up a lunch meeting.

School Board Member	Library Board Member(s) to Contact
James Walker	To be determined
Patricia Hugley-Green	Lisa Goodwin and M. A. Dowdell
John Wells	Mimi Childs and Frank Star
Naomi Buckner	Owen Ditchfield
Rob Varner	Frank Star
Norene Marvets	Owen Ditchfield
Cathy Williams	To be determined
Mark Cantrell	Gary Griesheim and Price Walker, Jr.
Beth Harris	Mimi Childs

Lisa Goodwin asked if they would be given talking points to review with the School Board members. Ms. Muller stated that talking points have been developed but could be tweaked as the Library Board members requested.

Gary Griesheim stated he felt it was very important that a “WOW” factor be apparent to the School Board members upon visiting the library. He recommended behind the scene tours to show how staff work.

The Chair instructed the Board members to let Claudya Muller and Debbie McGregor know when a specific date and time has been established so that the appropriate arrangements can be made. All meetings will be held in the 3<sup>rd</sup> floor conference room at the Columbus Public Library.

**NEW BUSINESS**

Facilities – Ms. Muller reported that the RFP’s are ready to go out on the asphalt removal project behind the library and work should begin after the first of the year.

**Operations Committee Recommendations**

Job Title/Job Description Change – The Operations Committee recommended the approval of a job title change from Personnel Clerk to Employee Relations/Staff Development Coordinator and to authorize a pay increase of 3% effective November 1, 2010. **The recommendation was approved unanimously.**

North Columbus Branch Manager Position Posting – The Operations Committee recommended the approval to post the position of North Columbus Branch

Manager. Ms. Muller stated that the administration feels the position can be filled internally and will be only posted internally. **The recommendation passed unanimously.**

#### CHAIRMAN'S REPORT

The Chair stated that he is very concerned with communications between the Library Administration and the School District administration. He gave several examples of his concerns and asked the Board support for the Chair and Ms. Muller to meet with Dr. Andrews to discuss these concerns. The Board unanimously supported the meeting and its purpose.

BOARD EDUCATION – There was none. Ms. Muller stated she felt it would be better to wait until new members joined the Board in January.

The next meeting of the Muscogee County Library Board will be on January 27, 2011.

The meeting adjourned at 2:00 p.m.