

**Dawson County Library
Board of Trustees
Quarterly Meeting
July 19, 2010**

Members present: *Carolyn Hinderliter, Kay Black, Eydie Stegall, Lynn Sweatte, Clint Bearden and Leslie Kupkowski*

Also present: *Director Claudia Gibson, Assistant Director Sarah McGhee and Business Manager Peggy King;*

Members Absent: *Val Dodson, Gaye Palmer and Holly Jones*

Leslie Kupkowski called the meeting to order at 5:00 PM and established a quorum was present.

Lynn Sweatte made a motion to accept the minutes of the Nominating Committee meeting held on April 14, 2010. Carolyn Hinderliter seconded and all were in favor.

Kay Black made a motion to accept the minutes of the April 19, 2010 meeting with the following addendum:

Lynn Sweatte, Gaye Palmer will be reappointed and Clint Bearden will be appointed for the first time to serve on the Chestatee Regional

Lynn Sweatte seconded and all were in favor.

Lynn Sweatte made a motion to accept the minutes of the Finance Committee meeting held on June 11, 2010. Carolyn Hinderliter seconded and all were in favor.

Carolyn Hinderliter made a motion to accept the minutes from the special called meeting held on June 11, 2010, Eydie Stegall seconded and all were in favor.

Peggy King presented the 4th quarter financial report for FY10. Kay Black made a motion to accept the financial report as presented, Lynn Sweatte seconded and all were in favor.

Claudia Gibson presented the quarterly Director's report and the Director's annual report. There were no questions.

Carolyn Hinderliter is going to contact a representative of the Dawson County Friends of the Library to find out how a member knows when to renew their membership and when their next meeting will be. Carolyn will send an e-mail out to the library board members to let them know what she finds out.

Claudia Gibson presented the recommended use of fund balance remaining at June 30, 2010. Lynn Sweatte made a motion to accept this recommendation with the change of

taking \$14,000 from the Remaining Unreserved Fund Balance and adding to item #4 (Additional Emergency Reserve). Kay Black seconded and all were in favor.

Carolyn Hinderliter made a motion to accept the changes in the Facility Use Policy as presented. Lynn Sweatte seconded and all were in favor.

Carolyn Hinderliter made a motion to accept the revisions presented in the Personnel Policy, Lynn Sweatte seconded and all were in favor.

Lynn Sweatte made a motion to approve the Request for Proposal for Banking Services as presented, Carolyn Hinderliter seconded and all were in favor.

Eydie Stegall made a motion to accept the Library Action Plan, Kay Black seconded and all were in favor.

The board elected Leslie Kupkowski to replace Val Dodson on the regional board.

Carolyn Hinderliter made a motion to accept the revised Closed Dates for FY11 to show the addition of Saturday, January 1, 2011. Lynn Sweatte seconded and all were in favor.

Claudia Gibson stated the committee memberships will remain basically the same with the exception that Val Dodson will no longer be on the Finance Committee. Leslie Kupkowski will become chair of that committee.

Leslie Kupkowski stated her focus as the Chairman of this board will be to increase volunteer hours. She will meet with Claudia Gibson and Stacey Leonhardt to formalize her plans.

Claudia Gibson told the Board there was a patron who had over \$800 of long overdue library materials in her possession. Claudia asked the board's permission to contact the Sheriff's office. Kay Black made a motion to grant this permission, Carolyn Hinderliter seconded and all were in favor.

Carolyn Hinderliter made a motion to adjourn at 6:15, Eydie Stegall seconded and all were in favor.

Respectfully submitted,

Leslie Kupkowski, Chairman
(By Peggy King)