

Chestatee Regional Library System
Board of Trustees
January 23, 2017
(Pending Board Approval)

Members present: *Ragin Hause, Laura LaTourette, Denson Martin, Dan Bowers, Judy Cahill, Gil Katzenstein, Leslie Kupkowski and Susan Roof.*

Members absent: *None*

Also present: *Leslie Clark (Director), and John McConnell (Collections Management Librarian, Vicki Adkison (Assistant Director).*

Ragin Hause called the meeting to order at 5:00pm and established a quorum was present.

A motion was made by Denson Martin to approve the Quarterly Meeting minutes of October 24, 2016. Leslie Kupkowski seconded and all were in favor.

A motion was made by Denson Martin to approve the called meeting of December 12, 2016. Leslie Kupkowski seconded and all were in favor.

Vicki Adkison presented the Financial Reports for the 2nd Quarter of the FY17 (4th Quarter of the Calendar Year). After discussion, Vicki will, in the future, provide two income statements, one that is by line item another that gives an aggregate by group and not line item. Leslie Kupkowski made a motion to accept the financials as presented. Judy Cahill seconded and all were in favor.

Leslie Clark will email the suggestions from the committee for the verbiage for the Constitution and Bylaws regarding the terms so it can be discussed and voted on.

No new business - Vicki Adkison reminded the Board there is a need for a review of the Director, Leslie Clark for the up-coming fiscal year, if an increase was voted on and approved for Leslie. A committee will meet (Ragin Hause, Judy Cahill and Dan Bowers) and do a review with Leslie Clark. Susan Roof made a motion for the committee to do the review on February 13, 2017 and Denson Martin seconded. All were in favor.

Leslie Clark presented to the Board an increase in hours for DC (opening every day at 10:00), DC satellite (Monday & Wed 10-1, Thurs 2-5) and LC (opening every day at 10:00) to start Monday, Feb 6, 2017. Denson Martin made a motion to approve the new hours. Judy Cahill seconded and all approved.

Leslie Clark requested the Board approve increasing the materials account code for DC in the amount of \$8,000.00 from the DC unassigned fund balance. Denson Martin made a motion to approve. Judy Cahill seconded and all approved.

Leslie Kupkowski moved to have the meeting adjourned at 5:28pm. Gil Katzenstein seconded and all were in favor.

Respectfully submitted,

Leslie Kupkowski
(By Vicki Adkison)