

**Lumpkin County Library
Board of Trustees
Quarterly Meeting
October 24, 2013**

Members present: *Ray Prince, Elsa Ann Gaines, John Yates, Denson Martin, Dan Bowers, Carol Hesse and Tony Buessing*

Also present: *Director Claudia Gibson, Assistant Director Peggy King, Branch Manager Tracey Thomaswick and Bonita Jacobs*

Elsa Ann Gaines called the meeting to order at 5:00 PM and established a quorum was present. She asked the board members to introduce themselves to guest Bonita Jacobs.

Carol Hesse made a motion to accept the minutes of the October 24, 2013 meeting. Tony Buessing seconded and all were in favor.

Peggy King presented the 2nd quarter financial report for FY14. Ray Prince made a motion to accept the financial report as presented, Denson Martin seconded and all were in favor.

Claudia Gibson presented her quarterly Director's report. She stated that she and Peggy King were going to the Public Library Association conference in March. She also informed the board she was planning on attending the National Genealogical Society conference in May. She will personally pay for all expenses for this conference but will not use annual leave for the days she is gone. She informed the board that we had moved into our larger space at the satellite branch and that usage was increasing since we had a book drop installed.

Claudia Gibson invited the board members to attend the upcoming Hot Dog Day at the capital on Monday January 27, 2014. She explained this was an opportunity for board members to advocate for library services with their state legislators.

Claudia Gibson asked the board to approve the following change to section 7.10 *Emergency Closing* included in our Personnel Policy.

In case of emergency closing of the library for inclement weather, death, disaster, etc., all staff members will be paid for their regular work schedules. ~~Annual leave and sick leave will not be charged against employees.~~ Employees who were on a pre-arranged absence (e.g., scheduled off-day, sick, vacation, leave of absence, etc.) when a closure occurs will not be affected by the closure, and their absence will be charged as originally planned. There will be no compensatory time. If the library is open during inclement weather, but local conditions are hazardous, the employee should use discretion as to whether to report to work.

Once the library is declared to be open, employees must either report to work or charge lost time to annual leave.

Ray Prince made a motion to accept this change to the Emergency Closing policy, Dan Bowers seconded and all were in favor.

Peggy King presented the requested revisions to the FY14 budget. Denson Martin made a motion to accept as presented, Tony Buessing seconded and all were in favor.

Claudia Gibson informed the board of an upcoming program featuring author John McKay which is being sponsored by the Friends of the Library group. She also informed them there was a lack of communication from the Friends group to the library regarding their planned activities and meetings. She is hoping this will improve in the future.

Claudia Gibson also informed the board that the county Board of Commissioners has implemented a new rule with regard to appointing members to local organizations' boards. They now require that the potential board member fill out an application and go before the full board to be interviewed.

Ray Prince made a motion at 5:35 to adjourn the meeting, Carol Hesse seconded and all were in favor.

Respectfully submitted,

Dan Bowers, Secretary
(By Peggy King)