

**Chestatee Regional Library System
Board of Trustees
July 25, 2016**

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

Members absent:

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

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

There was an introduction of new CRLS Board members – Laura LaTourette.

A motion was made by Denson Martin to approve the Quarterly Meeting minutes of April 25, 2016. Dan Bowers seconded and all were in favor.

Vicki Adkison presented the Financial Reports for the 4th Quarter of the FY16 (2nd Quarter of the Calendar Year) advising the members both counties did well this fiscal year and did save some money, mostly in part to Tina Jordan leaving her position as Collections Management Librarian on January 31, 2016 and John McConnell not filling the position until April 12, 2016. The unspent money rolled over into the fund balance; however, as we discussed in the advising Board meetings, there may be a request in the future to pull that money out of fund balance to purchase books and materials. On a further note, Leslie Clark advised the members we did not put any money into the vehicle replacement fund and may ask to do that also at a later date. Leslie Kupkowski made a motion to accept the financials as presented. Denson Martin seconded and all were in favor.

Leslie Kupkowski advised the members she wrote a letter to the Dawson County Commissioners regarding their desire to lower taxes this year. She greatly opposes that idea for reasons that include the fact that the library was flat-lined last year and we have not been fully funded and are able to purchase books/materials, etc. It was also recommended for as many CRLS Board members go to the work sessions.

Leslie Clark presented the Director's Report discussing summer reading and how well things are going.

New business -

Ragin Hause advised the members needed to elect a Vice Chair from one of the Lumpkin County members since Chair is from Dawson County. Leslie Kupkowski made a motion to accept Denson Martin as Vice Chair. Dan Bowers seconded and all were in favor.

Leslie Clark advised the members there was also a need for Secretary as Dan Bowers' term ended June 30, 2016. Laura LaTourette made a motion to accept Leslie Kupkowski as Secretary. Dan Bowers seconded and all were in favor.

Ragin Hause advised there was a need for committee members. Personnel – 1 member, Finance – 1 member, Board Development – 1 member and Policy Review – 1 member. Dan made a motion for Leslie

Kupkowski to be on the Personnel Committee. Judy Cahill seconded and all were in favor. Leslie Kupkowski made a motion that Laura LaTourette be on the Finance Committee. Judy Cahill seconded and all were in favor. Judy Cahill made a motion for Susan Roof to be on Board Development Committee and Leslie Kupkowski seconded. All were in favor. Leslie Kupkowski made a motion for Denson Martin to be on the Policy Review Committee. Dan Bowers seconded and all were in favor.

Vicki Adkison presented the CY16 Continuation Report. Leslie Kupkowski moved to accept the Continuation Report. Denson Martin seconded and all were in favor.

Leslie Clark presented the Personnel Policy. Leslie Kupkowski made a motion to accept the Personnel Policy as presented. Susan Roof seconded and all were in favor.

Leslie Clark presented the list of closed dates for the Library System. Judy Cahill made a motion to accept the list of closed dates as presented. Dan Bowers seconded and all were in favor.

Leslie Clark presented the meeting schedule for the current fiscal year.

Leslie Clark advised the members there would be full board orientation on August 29, 2016 at 1:30pm at Lumpkin County Library.

Leslie Kupkowski moved to have the meeting adjourned at 5:30pm. Susan Roof seconded and all were in favor.

Respectfully submitted,

Leslie Kupkowski
(By Vicki Adkison)