

**Lumpkin County Library
Board of Trustees
Quarterly Meeting
Thursday, July 19, 2018 at 5:00 p.m.**

****PENDING BOARD APPROVAL****

Members present: David Luke, Robin Hall, Denson Martin, Kaye Campagnoli, Sue Mattison, Gil Katzenstein, and Nancy Vollbeer.

Also present: Leslie Clark-Director, Vicki Adkison-Assistant Director, John McConnell-Collection Management Librarian, and Paula Smith-Administrative Assistant.

Absent: Laura LaTourette, and Tracey Thomaswick – Lumpkin County Branch Manager

Call to Order and Establish Quorum – Robin Hall called the meeting to order at 5:00pm, and established a quorum was present.

Approval of Minutes of quarterly meeting April 19, 2018 – David made a motion to accept the Approval of Minutes of quarterly meeting April 19, 2018. Nancy Vollbeer seconded. All were in favor. Minutes approved.

Reports

- Director's Report: Highlights-State Director's Meeting, Dawson Budget Kickoff, Leadership Lumpkin graduation raised \$8,700 for new library has been entrusted to Friends of Lumpkin, and building committee meetings. I need to clarify a discussion from our last meeting when the board voted to approve an increase of 3% to staff, and the question was asked what about the staff who did not receive one. They will be eligible the next time the county votes for an increase provided they have met their 6 months working test period.
- Branch Manager's Report-In Tracey Thomaswick's absence, Leslie Clark discussed SRP and a very busy summer. Friends of Library gave us \$3500 for the Summer Reading Program.
- Collection Manager's Report-John McConnell mentioned he has been accepted as a member of the PINES Acquisitions Subcommittee and the only cataloger. 3810 new items added to the collection up 1835 from Q3 FY18. Value of collection as of June 30th - \$2,557,667.02.
- Committees-No meetings held.

New Business

- Financial 4th Quarter-FY has been closed out, and money has been moved per approval from last board meeting. David Luke made a motion to accept. Denson Martin seconded. All were in favor. Financial 4th quarter approved.
- FY19 Budget-Denson Martin made a motion to accept. Nancy Vollbeer seconded. All were in favor. FY19 Budget approved.
- New Organizational Chart-Nancy Vollbeer made a motion to accept. Sue Mattison seconded. All were in favor. New Organizational Chart was approved.
- Capitalization Policy Change- Per auditor, we needed to add the explanation line, page 2 noted in red, (see Equipment Inventory and Capital Asset Policy handout) in Depreciating Capital Assets only. Gil Katzenstein made the motion to accept the Capitalization Policy Change. Kaye Campagnoli seconded. All were in favor. Capitalization Policy accepted.
- TRS-Teacher's Retirement of GA Employer portion increase-again
- New Library Update-Expected open date of fall 2019. Excavation of the pool to begin after September 2018. There is a naming policy for new library, Leslie Clark has the 4-page policy if you would like to read. (Name must go through the BOC for approval).
- Friends of the Library Committees for New Library-guest Robert Fuller – Robert Fuller gave us an update on donations received thus far. Robin Hall came to the Friends Meeting, and suggested a few members from the Lumpkin Board to look into how to best handle these funds for the Library – 501c3 may be a good avenue. Robert Fuller and Robin Hall discussed setting up a joint 'working party' with both the Friends and

Lumpkin Board Members to address legal and practical issues from the BOC. Robin Hall called for a motion on the 'working party'. Denson Martin made a motion to form a committee with the Friends and Lumpkin County Board. Gil Katzenstein seconded. Robert Fuller and Joe Meyer are representing Friends.. David Luke, Denson Martin, and Nancy Vollbeer have volunteered as representatives from the Library Board. All were in favor. Motion carried.

Old Business

- Background checks – no updates.

Public Comments: None

Announcements

- The next regularly scheduled meeting of the Lumpkin County Library Board of Trustees is October 18, 2018.
- The Chestatee Regional Library System Board meets Monday, July 23, 2018 at the Lumpkin County Library.
- Trustee Training Aug 21st 4:00-5:30pm, Dawson Library Meeting Room.(Sign in/refreshments 3:45pm)
- AUP-Agreed Upon Procedures- scheduled for Sep 10 & 11
- Library Staff Development Day, Oct 8, 2018, Dawson County Library.

Adjournment – Denson Martin made a motion to adjourn. Sue Mattison seconded. All were in favor. The meeting was adjourned at 6:30pm.

All meetings are open to the public. Members of the audience may be allowed to speak at the end of the regular business session, if recognized by the Chair. Visitors may not participate in board discussion of items on the agenda.

Mission Statement:

Chestatee Regional Library System enhances our community's quality of life by providing lifelong learning opportunities and recreational materials for everyone in Dawson and Lumpkin Counties