Peter Thomas established there was a quorum and called the meeting to order at 5:01pm.

_We are meeting by teleconference today due to the current state of emergency related to the COVID-19 pandemic. The GA Open Meetings Act allows for teleconference meetings “under circumstances necessitated by emergency conditions involving public safety,” as stated in O.C.G.A. 50-14-1(g). The public has simultaneous access to this meeting and the notice required by the Code was provided._

In attendance: Peter Thomas, Gail Smith, Kathryn Reagan-Smith, Susan Roof, Tom Harter, Karman Pharris. Staff: Stacey Leonhardt, Tasha Gubernath and Leslie Clark.

Approval of Minutes of quarterly meeting Oct 19, 2020 – Kathryn motioned to approve the agenda. Susan seconded. All in favor, motion carried, minutes approved.

Approval of the agenda. Susan motioned to approve the agenda. Kathryn seconded. All in favor. Motion carried. Agenda approved.

Reports
- Director Leslie Clark went over the Financials for the 2nd Quarter of FY21. She explained the different look from the old accounting software look of Blackbaud to the new look with MIP. It is more streamlined and easy to read and understand.
- Branch Manager Stacey Leonhardt gave her branch report and highlighted all the events and good work taking place and the branch response to COVID-19. She also told of the retirement of long time employee Sara Conaway. She will be sorely missed. Due to the downtick in patrons as a result of COVID-19, Sara’s position nor the position the board approved in April will be filled at this time.
- Director/HQ Report-Leslie Clark highlighted the system response to COVID-19 and the work the Admin staff are doing.

Old Business
- COVID-19 impact on the library-Leslie Clark stated how the in person story time programs that had started in November have now stopped again due to the spike in coronavirus cases and the schools going virtual. There are no plans to reopen the meeting rooms at this time. The only programs the library system is doing at this time are passive programs that include: take and make crafts for children and adults, virtual story times, story walks, and knitting type clubs that are strictly voluntary for patrons and require little to no staff interaction. The meeting room is opened and those who want to attend do. The meeting room is not used again until the next day after it is cleaned by the custodial staff.
- Board Committee assignments-Chair Peter Thomas has said these are still on hold.

New Business
- Staff changes-see above.
- E-rate (Internet for staff and patrons) for FY21-Funding Year 21 (July 1, 2021 through June 30, 2022). The contract for E-rate has been awarded to Windstream and will begin July 1, 2021. The bandwidth will increase to from 100mbps to 1 gig.
- Technology room –plans are being made to turn the current genealogy room to a technology room for digital conversion. More to come on that.
• COLA for staff – Director Leslie Clark asked the board to consider a 3% cost of living adjustment increase for all staff to go into effect Feb 1, 2021. They all were in agreement and this assent will be brought the Regional board meeting on Monday, January 25, 2021.

Public Comments—none

Announcements—Peter read the announcements below and invited all board members to attend the Regional board even if they were not the representatives from the Dawson board.
• The next regularly scheduled meeting of the Dawson County Library Board of Trustees will be April 19, 2021 at 5:00 p.m.
• The Chestatee Regional Library System Board is scheduled to meet virtually Monday, Jan 25, 2021 virtually due to COVID-19 pandemic.

If you wish to join this Virtual Library Board meeting, please click on the link below, or send an email to Leslie Clark at lclark@chestateelibrary.org for more information.

Adjournment—Karman made the motion to adjourn the meeting. Tom seconded. All in favor. Motion carried. Meeting adjourned at 5:55pm.

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