Dawson County Library
Board of Trustees
Quarterly Meeting
Monday, April 19, 2021

Approved Minutes

Peter Thomas established there was a quorum and called the meeting to order at 5:00 p.m.


Approval of minutes of quarterly meeting January 19, 2021. Don Cargill motioned to approve the minutes. Susan Roof seconded. All in favor, motion carried, minutes approved.

Approval of the agenda. Don Cargill motioned to approve the agenda. Susan Roof seconded. All in favor, motion carried, agenda approved.

Welcome new board member, David Yenerall. Attendees at the meeting introduced themselves.

Reports
- Branch Manager’s Report. Stacey Leonhardt, Branch Manager, gave her branch report and highlighted all the events. She specifically highlighted the unique challenges presented by COVID and how her staff has risen to the challenge.
- Director/HQ Report. Director Leslie Clark presented her summation of the work that CRLS administration has been doing over the last quarter and the activities of branch staff. She specifically mentioned the upcoming renovation/construction plans for the Dawson Branch and the need to establish a Building Plan committee of three board members. Tom Harter, Karmen Pharris, and Don Cargill volunteered to serve on this committee.

Old Business
- COVID-19. Phased reopening plan, and meeting rooms. The board members gave their go-ahead to proceed as planned with the final phase of re-opening the library after COVID, including the use of the library meeting rooms by the public, effective June 1, 2021. In addition, plans to launch the traditional in-person summer reading program were met with approval.

New Business
- Staff changes & new organizational chart. Adding of new HR/administrative support position to administration staff and responsibility changes to Business Manager position were outlined.
- Closed Dates FY & CY 2022. Closed dates include the addition of a staff development day in October 2021 and October 2022. Don Cargill made a motion to approve the closed dates. Kathryn Reagan-Smith seconded. All in favor. Motion carried.
• Dawson Park path to the library. Stacey Leonhardt reported that Dawson County is planning to build a bridge from the new Main Street Park to the library, which should greatly enhance foot traffic.

• Laptop Lending Program. Leslie Clark provided an overview of the new Laptop Lending Program, through which laptops may be checked out by patrons to use at home. Made possible through a grant from the Institute of Museum and Library Services.

• Elections to Regional Board. Susan Roof is rotating off; Gail Smith can serve again. Gail Smith will continue to serve on the CRLS regional board. Karmen Pharris will fill the spot vacating by Susan Roof on the CRLS regional board. Motion to approve these members for the CRLS regional board made by Don Cargill. Seconded by Susan Roof. All in favor. Motion carried.

• FY22 Proposed Budget. Tasha Gubernath & Leslie Clark went over the FY22 proposed budget. A motion was made by Susan Roof for continuation of the transfer from unassigned fund balance of $5000.00 ($3000.00 to juvenile/young adult materials; $2,000.00 to adult materials) that was not used during fiscal year 2021 to be used for materials for fiscal year 2022. The motion was seconded by Carol Reagan Smith. Motion carried. Motion by Don Cargill, then, to accept the FY22 Proposed budget with the above-mentioned change; seconded by Susan Roof. All in favor. Motion carried.

Public Comments
No public comments brought forth.

Announcements. Peter Thomas read the announcements below:
• The next regularly scheduled meeting of the Dawson County Library Board of Trustees will by July 19, 2021, at 5:00 p.m.
• The Chestatee Regional Library System Board is scheduled to meet Monday, April 26, 2021, at the Dawson County Library.

Adjournment: David Yenerall made the motion to adjourn the meeting. Susan Roof seconded. All in favor. Motion carried. Meeting adjourned at 6:50 p.m.

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.