Dawson County Library
Board of Trustees
Quarterly Meeting Minutes
Tuesday, January 22, 2019 at 5:00 p.m.

**BOARD APPROVED**

Members present: Tom Harter, Wendi Bock, Susan Roof, Gail Smith, Don Cargill, Kathryn Reagan-Smith, Peter Thomas, Allen Ferg, and Duane Wallace.

Also present: Leslie Clark-Director, Vicki Adkison- Assistant Director, Stacey Leonhardt - Dawson Library Branch Manager, John McConnell-Collection Management Librarian, and Paula Smith-Administrative Assistant.

Call to Order and Establish Quorum-Wendi Bock called the meeting to order at 5:01p.m., and established a quorum was present.

Approval of Minutes of quarterly meeting October 15, 2018 – Wendi Bock asked for a motion to approve the minutes. Peter Thomas moved to accept and Susan Roof seconded. All were in favor. Minutes approved.

Reports:
- Branch Manager’s Report – Highlights for the month are Satellite branch to begin new hours and days on February 4th. Ashlyn Grizzle has done a great job at Satellite. Friends of Dawson County Library is still in need of Board Members. Stacey Leonhardt attended Adult Palooza – these types of programs gives us opportunities to brain storm with other libraries.
- Collection Manager’s Report – Highlight was the additional 859 more items added to the collection for a total of 2,941 as well as 100 for the Satellite branch.
- Director’s Report – Leslie Clark discussed the progress of the new library in Lumpkin, ground breaking in March, and opening in December. This Thursday, January 24th Dawson BOC Work Session to re-present LED Lighting Project. January 30th Rapid Results Planning Meeting at Lumpkin Library and Friday, February 13th is Library Legislative Day, all are welcome to attend.
- Committees – No committee reports.

Old Business:
- Background checks-update. We need to do the implementation procedure first, i.e. ‘what if you get a hit’? We are moving forward, but still need to have a policy that fits the Library’s culture.
- Rapid Results Planning-Strategic Planning Process-update. Leslie mentioned the retreat is March 9th at the Professional Development Center, and to take the on-line survey, mention to others to take the survey - which is on our website, as well as in the Dawson and Lumpkin newspapers, both paper and online.

New Business:
- Financials 2nd Quarter – Wendi Bock asked for a vote to approve the Financials 2nd quarter. Susan Roof moved to accept the Financials for 2nd quarter. Don Cargill seconded. All were in favor. Motion carried.
- United Community Bank CD’s renew – An annual renewal which requires closing the CDs, and opening new ones. #2 CD is going over to Lumpkin, due to not enough of a split last year. Peter Thomas motioned to renew, Don Cargill seconded.
- Bank of the Ozarks CD renew – Vote on Leslie Clark and John McConnell as signers, to remove the current signers, Claudia Gibson and Tina Jordan. Vickie Adkison to have the authority to obtain financial statements, statements of interest, and financial information on the CD. Further discussions for Leslie Clark, John McConnell and Vicki Adkison to be given authority on taking the CD and combining with United Community Bank CD at a later date. Don Cargill motioned to accept, Allen Ferg seconded. All were in favor. Motion carried.
- CIPA-Child Internet Protection Act-computer filtering. We have this software on computers.
- More hours at the Satellite library beginning Feb 4, 2019, the new hours will be 9-1 Monday thru Thursday.
Public Comments: None

Announcements:
- The next regularly scheduled meeting of the Dawson County Library Board of Trustees is Monday, April 15, 2019 at 5:00 p.m.
- The Chestatee Regional Library System Board meets Monday, January 28, 2019 at the Lumpkin County Library at 5:00 p.m.

Adjournment: Wendi Bock asked for a motion to adjourn. Don Cargill motioned to adjourn, and Susan Roof seconded. All were in favor. Meeting adjourned at 6:21p.m.

Respectfully submitted,

[Signature]

Susan Roof, Secretary
(By Paula Smith)

Note: 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.