**BOARD APPROVED**

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

**Members absent:** Allen Ferg

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

Call to Order and Establish Quorum – Wendi called the meeting to order at 5:00 p.m. and established a quorum was present.

Welcome New Board Members – Kathryn Reagan-Smith and Gail Smith

Approval of Minutes of quarterly meeting April 16, 2018 – Don Cargill made a motion to accept minutes. Tom Harter seconded. All were in favor. Motion carried.

Reports
- Director’s Report – Leslie Clark mentioned we wrapped up FY18 and worked on new budget for FY19. Attended a lot of meetings - Construction meeting for new Lumpkin Library, Tech Boot Camp, Syclone (IT) PC Compliance Meeting, State Director’s Meeting in Dalton, and Dawson budget kickoff meeting in June.
- Branch Manager Report – Stacey Leonhardt discussed the increase in patron library visits, as well as attendance at Summer Reading Programs, Jackie George retired at the end of May – Amanda Carman was hired as her replacement. STEAM Program on Saturday, September 22nd from 10-12pm, volunteers and/or specialists are welcomed.
- Collection Manager’s Report – John McConnell accepted as a member of the PINES Acquisitions Subcommittee, added 3810 new items to the collection up from 1835 from Q3 FY18. Prepared for end of year budget rollover to FY19.
- Committee Reports - None

New Business
- Financial 4th Quarter– Don Cargill made the motion to accept 4th quarter Financials. Peter seconded. All were in favor. Motion carried.
- FY19 Budget – Leslie Clark mentioned the TRS cost increase, adding more part-time staff for Satellite branch, salary increases, increase cash register dollar amount to open library and petty cash. Don Cargill made the motion to accept FY19 Budget, Susan Roof seconded. All were in favor. Motion carried.
- Preparing budget requests for Board of Commissioners. Library budget hearing date is set for Tuesday, August 14th at 11:00AM. Leslie Clark invited all Board Members to attend.
- New Organizational Chart – Peter Thomas made the motion to accept New Organizational Chart, Don Cargill seconded. All were in favor. Motion carried.
- 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. Peter Thomas made the motion to accept the Capitalization Policy Change. Don Cargill seconded. All were in favor. Motion carried.
- TRS-Teacher’s Retirement of GA Employer portion increase-Again
- Committee Appointments: Don Cargill and Peter Thomas volunteered for Finance Committee. Gail Smith volunteered for the Constitution and Bylaws Committee and Kathryn Reagan-Smith has joined the Nominating Committee.
Old Business
  • Background Checks – updates at a later date.

Public Comments – None

Announcements
  • The next regularly scheduled meeting of the Dawson County Library Board of Trustees is Monday, October 15, 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 – Peter Thomas made the motion to adjourn. Susan seconded. All were in favor. Meeting adjourned at 6:11pm.

Respectfully submitted,

Susan Roof, Secretary
(By Paula Smith)

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.