

**Lumpkin County Library
Board of Trustees
Quarterly Meeting
October 24, 2013**

Members present: *Ray Prince, Elsa Ann Gaines, John Yates, Denson Martin and Tony Buessing*

Also present: *Director Claudia Gibson, Assistant Director Peggy King and Branch Manager Tracey Thomaswick*

Absent: *Dan Bowers and Carol Hesse*

Elsa Ann Gaines called the meeting to order at 5:00 PM and established a quorum was present.

Ray Prince made a motion to accept the minutes of the July 18, 2013 meeting. Denson Martin seconded and all were in favor.

Peggy King presented the 1st quarter financial report for FY14. Denson Martin made a motion to accept the financial report as presented, Ray Prince seconded and all were in favor.

Claudia Gibson presented her quarterly Director's report. She told the board we have ordered a new AWE computer for primary school-aged children thanks to the donation from the Women's Club. She also stated we hoped to be able to hire a part-time supervisor whose main responsibilities would be helping patrons with technology related questions.

Claudia Gibson reminded the board we need to fill the vacancy left by Celeste Hannah. She asked the members to let her know if they knew of anyone who may be interested in serving on the board.

Claudia Gibson presented the minutes of the Finance Committee meeting held on October 7, 2013. Discussion followed with regard to the wording regarding Claudia Gibson's and Peggy King's salary increase (Item 5 of minutes). Ray Prince requested further clarification by stating these increases are due to elimination of furlough days as well as the change in state funding formula.

Claudia Gibson discussed the effects of the new funding formula for state grants (see attached document for details of these changes). She stated:

- Tina Jordan has been moved into a state paid position, replacing Melanie Hogue who is no longer employed by CRLS. She will receive the minimum state salary. This leaves state funds to pay other allied professionals as designated by the state. This money will be used to raise Peggy King's salary up to Assistant Director level and Tracy Walker's for her new responsibilities.

- Claudia Gibson's salary increases due to the new funding formula and the elimination of 23 furlough days.
- Moving Tina to a state paid position freed up her local salary money. These funds will be used to give up to a 5% increase to staff which will take effect January 1, 2014. Hopefully we will be able to give another small increase in July, 2014.

Claudia Gibson presented the board with a draft of a new Job Classification for Youth Services Coordinator (Grade 15). Tony Buessing made a motion to accept this document, Ray Prince seconded and all were in favor.

Peggy King presented the budget for FY/CY14. After much discussion, Ray Prince made a motion to accept the budget as presented. Denson Martin seconded and all were in favor.

Denson Martin made a motion to accept the Closed Dates for FY14. Ray Prince seconded and all were in favor.

Claudia Gibson presented a requested change to our Services & Use Policy to include an Internet Use Policy. Tony Buesing made a motion to accept this policy change, Denson Martin seconded and all were in favor.

Peggy King presented the Accounts Receivable Write Off for FY13. Ray Prince made a motion to accept, John Yates seconded and all were in favor.

Claudia Gibson presented the suggested use of fund balance remaining from FY13. Denson Martin made a motion to accept, Ray Prince seconded and all were in favor.

Claudia Gibson announced that we had received a grant from the state to purchase public use computers. She explained we have purchased Google Chrome Boxes and Chrome Books to replace most of our public computers. She explained these units are significantly cheaper and easier to maintain than the PC's we now use.

The meeting was adjourned at 6:00 p.m.

Respectfully submitted,

Elsa Ann Gaines, Chairman (By Peggy King)