

**Chestatee Regional Library System
Board of Trustees
Quarterly Meeting Minutes
Monday, January 28, 2019 at 5:00 p.m.**

****BOARD APPROVED****

Members present: Susan Roof, Don Cargill, Peter Thomas, Gil Katzenstein, Laura LaTourette, Duane Wallace, Denson Martin, and David Luke.

Also present: Leslie Clark – Director, Vicki Adkison – Assistant Director, John McConnell – Collection Management Librarian, Stacey Leonhardt, Dawson County Branch Manager, Tracey Thomaswick, Lumpkin County Branch Manager, and Paula Smith – Administrative Assistant.

Guest: Robin Hall – Lumpkin County Board Chair

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

Approval of Minutes of quarterly meeting, October 22, 2018 – David Luke asked for a motion to approve minutes. Denson Martin moved to accept. Don Cargill seconded. All were in favor. Minutes approved.

Reports:

- Committees - None

Old Business:

- Background checks update by Leslie Clark, Ongoing, 80 pages were reviewed by Laura LaTourette. However we need to review how we will be implementing before going forward. County policies do not fit well with our Library culture.
- Ethics/Library Board Policy – David Luke suggested we reread, discuss, and apply.
- Rapid Results Planning – Strategic Planning Process update. Leslie Clark reminded everyone the date for Rapid Results meeting is Saturday, March 9th at the Dawson Board of Education Professional Development Center. Invitations will be mailed on Monday.

New Business:

- Financials 2nd quarter – David Luke asked for a motion to approve the financials. Don Cargill moved to accept. Susan Roof seconded. All were in favor. Motion approved.
- Financials/spreadsheet/budget changes from original budget voted on includes: 3% increase for all staff, except those paid by the state, addition of 1 part-time person to work at Satellite branch. David Luke asked for a motion to approve. Don Cargill made the motion to approve. Peter Thomas seconded. All were in favor. Motion approved.
- United Community Bank CD - This CD renewal requires closing the CDs, and opening new ones annually, on the 24th of this month and/or within 10 days of this date. Leslie Clark needs authority to close and re-open the same day, take Vicki Adkison off as signer and add John McConnell as signer. Vicki Adkison to have access to all financial information. David Luke asked for a motion to approve. Denson Martin made the motion to approve. Duane Wallace seconded. All were in favor. Motion approved.

- Bank of the Ozarks CD - The vote is to add Leslie Clark, and John McConnell as signees on the CD, Vicki Adkision to have access to financial statements. David Luke asked for a motion to accept. Gil Katzenstein move to accept. Don Cargill seconded. All were in favor. Motion accepted.
- CIPA (Child Internet Protection Act) Compliance and computer filters. We have this filter software on all computers

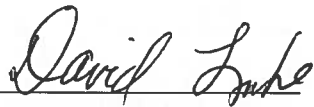
Public Comment(s): None

Announcements:

- The next regularly scheduled meeting of the Chestatee Regional Library System is Monday, April 22, 2019 at 5:00 p.m., at the Dawson County Library.

Adjournment: David Luke asked for a motion to adjourn. Susan Roof made the motion to adjourn. Don Cargill seconded. All were in favor. Meeting adjourned at 5:55p.m.

Respectfully submitted,



David Luke, Chair
(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***