Lumpkin County Library  
Board of Trustees  
Quarterly Meeting  
Thursday, October 18, 2018 at 5:00 p.m.

**BOARD APPROVED**

Members present: Nancy Vollbeer, Gil Katzenstein, Robin Hall, Laura LaTourette, Sue Mattison, David Luke, Denson Martin, and Kaye Campagnoli.

Also present: Leslie Clark-Director, Tracey Thomaswick-Lumpkin Library Branch Manager, John McConnell-Collection Management Librarian, and Paula Smith-Administrative Assistant.

Call to Order and Establish Quorum: Robin Hall called the meeting to order at 5:14 and established a quorum was present.

Approval of Minutes of quarterly meeting July 19, 2018 – Robin Hall asked for a motion to approve minutes. Denson moved to accept minutes. Nancy seconded. All were in favor. Motion carried.

Reports
- Branch Manager’s Report- Tracey Thomaswick highlighted a very successful Summer Reading Program. Miranda Anthony attended Georgia Libraries Conference in Columbus, GA.
- Collection Manager’s Report- John McConnell mentioned he added 2028 new items to the collection, attended Director’s Meeting in Athens. He will also attend Pines Mini Conference.
- Director’s Report- Leslie Clark discussed Director’s Meetings, and the progress of the new library, as well as her meetings with the architect and interior designer.
- Committees-Met about background checks, and moving forward.

Old Business
- Agreed Upon Procedures-We received good results.
- Background checks- Laura LaTourette discussed that she is in review of the handbook obtained from Dawson County, and she is revising to suit Libraries.
- New Library Update- Leslie Clark plans to meet Interior Designer on November 1st to go over finishes. Architect still in planning stages, i.e. electrical for bidding process. The pool is gone, and the project is moving forward. Fire door question to be installed was brought up by David Luke.
- New Library Task Force-Nancy Vollbeer discussed the naming of the rooms in the new library. Forms will be going to Leslie Clark. County has to approve the name, which requires 20%. Also, a suggestion was made for a donation wall, or wall of honor.
- Rapid Results Planning-Strategic Planning Process Update: Purpose of the process is a strategic plan for the library system, i.e. are we meeting the needs of our community?

New Business
- Financial 1st Quarter– Robin Hall asked for a motion. David Luke moved to accept the 1st quarter financials. Nancy Vollbeer seconded. All were in favor. 1st quarter Financials accepted.
- Library Trustee Training
  - Transparency: Meeting and agendas are posted in the local newspapers, as well as in all 3 libraries.
  - Ethics/Library Board Policies-Update: Board members need to review the Library Board Policies and make recommendations, and/or edits.
- Directors and Officers Insurance: Question needs to be answered by our insurance company, State Farm. Do all board members fall under the county insurance. Policy needs to be updated to reflect all members as ’governing’ members.
- Closed dates for Fiscal Year and Calendar Year 2019-Robin Hall asked for a motion to accept the closed dates. Nancy Vollbeer made the motion to accept. David Luke seconded. All were in favor. Closed dates for Fiscal Year and Calendar Year 2019 were accepted.
• Employees to receive 3% increase beginning January 1st, 2019 (except for those paid by the State, Leslie Clark, Vicki Adkison, and John McConnell). Robin Hall asked for a motion to accept the 3% employee increase. Gil Katzenstein made a motion to accept. Kaye Campagnoli seconded. All were in favor. Motion passed for employees to receive 3% increase.

Public Comments - None

Announcements
• The next regularly scheduled meeting of the Lumpkin County Library Board of Trustees is Thursday, January 24, 2019 at 5:00 p.m.
• The Chestatee Regional Library System Board meets Monday, October 22, 2018 at the Dawson County Library at 5:00 p.m.

Adjournment: Robin Hall asked for motion to adjourn. Denson Martin made the motion to adjourn. Gil Katzenstein seconded. All were in favor. Meeting adjourned at 6:10pm.

Respectfully submitted:

[Signature]

Gil Katzenstein, 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.