Lumpkin County Library  
Board of Trustees  
Quarterly Meeting Minutes  
Thursday, January 17, 2019 at 5:00 p.m.  

**BOARD APPROVED**

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

**Members absent:** Laura LaTourette

**Also present:** Leslie Clark-Director, Vicki Adkison- Assistant 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 5:00p.m., and established a quorum was present.

Approval of Minutes of quarterly meeting Oct 18, 2018 – Robin Hall asked for a motion to approve the minutes. Denson Martin moved to accept and Nancy Vollbeer seconded. All were in favor. Minutes approved.

**Reports**

- Branch Manager’s Report – Tracey Thomaswick mentioned a few highlights, i.e. creating greeting cards for residents of Chelsey Park Rehab and Gold City Nursing Rehab facility, delivering about 80 cards to the residents. Additionally, the Adult Coloring Club created the ornaments for the Library Christmas Tree.
- Collection Manager’s Report – John McConnell mentioned setting a new record of 2,941 materials added to the collection.
- Director’s Report – Leslie Clark pointed out events to note: January 24th Dawson BOC Work Session to represent LED Lighting Project, January 30th Rapid Results Planning Meeting at Lumpkin Library, February 13th – Hot Dog Day at the Capitol - all are welcome, and February 29th North Georgia Director’s Meeting.
- Committees – Robin Hall asked for volunteers to fill vacancies. Nancy Vollbeer volunteered for Finance Committee, and Kaye Campagnoli filled the Constitution and Bylaws vacancy.

**Old Business**

- Background checks-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. Leslie Clark to type up what she knows at this time. Robin Hall suggested this issue to be moved onto the Regional Board, and asked Leslie Clark to come back with a report.
- Rapid Results Planning-Strategic Planning Process – Next meeting is January 30th at Lumpkin Library. Reminder to take the online survey, and mention to others to take the survey. Currently collecting names to invite. Facilitator coming to the Board Meeting in April.
- New Library construction plans – Discussion of library’s timeline to move collection, down time of the library, how will we address the programs. David Luke suggested compiling a list of the process, and forming groups/meetings. Leslie Clark to send Board any important issues regarding the new library.
- NLTTF New Library Task Force status. Nancy Vollbeer mentioned we do have 4 rooms named and have been approved by County Commissioners, 2 are pending that have expressed interest, and 4 still available. Friends of the Library to organize the smaller donations. Giving Tree for larger donations, NLTTF to manage.

**New Business**

- CIPA (Child Internet Protection Act) and internet filters. We have this filter software on all computers. Robin Hall asked for a motion that the Board is aware of this, and are in approval. David Luke made the motion. Gil Katzenstein seconded. All were in approval. Motion accepted.
- Financial 2nd Quarter – Robin Hall asked for a motion to approve. Nancy Vollbeer moved to accept. David Luke seconded. All were in favor. Motion carried.
• United Community Bank CD's Renew – This renewal requires closing the CDs, and opening new ones annually, on the 24th of this month and/or within 10 days of this date. Robin Hall asked for a motion to approve. Nancy Vollbeer moved to accept. Gil Katzenstein seconded. All were in favor. Motion carried.

• Financial narrative: Changes with the new budget and spreadsheet reflecting an approved 3% increase as of January 1st for all non-state employees per Leslie Clark. As of note, annual giving donations were close to $6,000. David Luke suggested a matching grants idea for the upcoming budget years.

• Bank of Ozarks CD renew – The vote is to add Leslie Clark, and John McConnell as signees on the CD, remove the names, Claudia Gibson, and Tina Jordan. Additionally, a letter from the CRLS Board signed by Chair to be taken to the Bank. Robin Hall asked for a motion to approve. David Luke motioned to approve. Denson Martin seconded. All were in favor. Motion carried. Additional vote: Vicki Adkison to have access to financial statements from the Bank. Nancy Vollbeer made the motion to approve. Sue Mattison seconded. All were in favor. Motion carried.

Public Comments – None

Announcements
• The next regularly scheduled meeting of the Lumpkin County Library Board of Trustees is Thursday, April 18, 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 Robin Hall asked for a motion to adjourn. Denson Martin motioned to adjourn. Gil Katzenstein seconded. All were in favor. Meeting adjourned at 6:10 p.m.

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:
Chesatee 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.