

**Lumpkin County Library  
Board of Trustees  
Quarterly Meeting Minutes  
Thursday, April 18, 2019 at 5:00 p.m.**

**\*\*PENDING BOARD APPROVAL\*\***

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

**Members absent:** Nancy Vollbeer

**Also present:** Leslie Clark-Director, Vicki Adkison- Assistant Director, Tracey Thomaswick-Lumpkin Library Branch Manager, and John McConnell-Collection Management Librarian.

Call to Order and Establish Quorum- Robin Hall called the meeting to order at 5:03p.m., and established a quorum was present.

Approval of Minutes of quarterly meeting January 17, 2019 – Robin Hall asked for a motion to approve the minutes. David Luke moved to accept and Sue Mattison seconded. All were in favor. Minutes approved.

Approval of the Agenda – Robin Hall asked for a motion to approve the agenda. David Luke moved to accept and Gil Katzenstein seconded. All were in favor. Agenda approved.

### **Reports**

- Branch Manager's Report – Tracey Thomaswick mentioned a few highlights, i.e. one of the highly anticipated programs of Shredding was today and approximately 80-90 people attended.
- Director's Report – Leslie Clark incorporated the Collection report with the Director's report which covered all of Headquarters. Leslie pointed out John McConnell was celebrating 20 years of service in libraries. Leslie also pointed out Michael Middleton (Operations Specialist) was seeking repair estimates on our courier van as it may be nearing the end of its useful life. Both county libraries have money set aside for the purchase of a new vehicle which we may need soon.
- Committees – nothing to report.

### **Old Business**

- Background checks-Ongoing, hope to have something in place for the July 2019 Board meeting. Leslie reminded the Board we will also need a line item in the budget for background checks.
- Rapid Results Planning-Strategic Planning Process –Leslie gave a DRAFT handout of the Strategic Plan to the Board members. Robin Hall discussed the partnering with other organizations.
- New Library construction plans – Leslie Clark informed the members we know have a cost for construction, under budget and it appears we will get everything we requested with regard to FF&E for the library.
- NLTF New Library Task Force status - Robin Hall discussed having only a few spaces left for naming, including meeting room and circulation desk. They are working on donations for naming the library itself.

### **New Business**

- Financials 3rd Quarter – Vicki Adkison went over the 3<sup>rd</sup> Quarter Balance Sheet and Income statement. Robin Hall asked for a motion to approve. Denson Martin moved to accept. Gil Katzenstein seconded. All were in favor. Motion carried.
- Pursuant to questions raised by Board members at previous meetings, Vicki Adkison introduced 2 new additional reports. The first report broke down the Income Statement by month so the members could compare revenues and expenditures on a monthly basis. The second report broke down the quarterly Income Statement by revenues, salary & benefits, materials and operating so members could better understand the library operations.

- Lumpkin County Board Members – Vicki Adkison submitted a new report to the Board members showing the terms of the members for both the county board and the CRLS board. It was determined that the first terms for Nancy Vollbeer and Gil Katzenstein were ending on 6/30/19. Both Nancy and Gil wanted to continue for a 2<sup>nd</sup> four year term. Leslie Clark advised she would submit both names to the LC Board of Commissioners for reappointment.
- At this time in the meeting, Robin Hall asked Gil Katzenstein to take over the chair position while the members for the CRLS board were discussed. Gil agreed.
- CRLS Board Members from Lumpkin County – It was determined, based on the new report, Denson Martin will be ending his 3<sup>rd</sup> two year term and Laura LaTourette will be ending her 2<sup>nd</sup> term on 6/30/19. (There was some discussion as to Laura's actual 1<sup>st</sup> and 2<sup>nd</sup> term dates so Vicki Adkison will go back into meeting minutes to confirm or correct). In the meantime, Laura LaTourette advised all present that because she was on the personnel committee with CRLS Board and working on policies she would like to continue on the CRLS Board. Robin Hall also stated he wanted to be considered for the position on the CRLS Board. Gil Katzenstein (acting chair) asked for a motion. Robin Hall made a motion that Laura be reappointed to the CRLS Board. David Luke seconded. All were in favor. Motion carried. Denson made a motion to nominate Nancy Volbeer to the CRLS Board. David Luke seconded. After some discussion, Sue made a motion to nominate Robin to the CRLS Board. Kay Campagnoli seconded. A vote was held between Nancy and Robin and Robin was selected 3-2 to serve on the CRLS board beginning July 1, 2019.
- At this time in the meeting, Gil Katzenstein turned the chair position back over to Robin Hall.

**Public Comments** – None

#### **Announcements**

- The next regularly scheduled meeting of the Lumpkin County Library Board of Trustees is Thursday, July 18, 2019 at 5:00 p.m.
- The Chestatee Regional Library System Board meets Monday, April 22, 2019 at the Dawson County Library at 5:00 p.m.

**Adjournment** Robin Hall asked for a motion to adjourn. Denson Martin motioned to adjourn. David Luke seconded. All were in favor. Meeting adjourned at 6:15p.m.

Respectfully submitted,

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Gil Katzenstein, Secretary  
(By Vicki Adkison)

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.***