Minutes, Pending Board Approval

Dawson County Library
Board of Trustees
Quarterly Meeting
Monday, July 20, 2020 at 5:00 p.m.
Virtual meeting

Members present: Peter Thomas-Chair, Don Cargill-Vice Chair, Kathryn Reagan-Smith-Secretary, Tom Harter, Susan Roof, Gail Smith, Dr. Carroll Turner. Also present Leslie Clark-Library Director and Tasah Gubernath-Financial Controller/HR.

Peter Thomas called the meeting to order at 5:01pm. He read the following statement.

_We are meeting by teleconference today due to the current state of emergency related to the COVID-19 pandemic. The GA Open Meetings Act allows for teleconference meetings “under circumstances necessitated by emergency conditions involving public safety,” as stated in O.C.G.A. 50-14-1(g). The public has simultaneous access to this meeting and the notice required by the Code was provided._

Don Cargill made a motion to approve the Minutes from the April 20, 2020. Susan Roof seconded. Vote-all approved. Motion carried.

Don Cargill made a motion to approve the amended agenda. Kathryn Reagan-Smith seconded. Vote-all approved. Motion carried.

Reports
- Leslie Clark explained the 4th Quarter FY20 report. The Fiscal Year is not closed but it will be soon.
- Leslie Clark gave a brief synopsis of the Branch manager’s report.
- Leslie Clark gave the Director’s report which included all HQ staff reports.

Old Business
- The Board was reminded there is a vacancy on this board and to seek a replacement.

New Business
Leslie Clark explained the changes to the approved FY21 budget. Clarifications were given on Fund balance transfers from this budget and what the Board approved during FY20 as a comparison. At the April board meeting the board approved the movement of Unreserved Funds of $5,000 to Programs. Don Cargill made a motion to accept the changes to the FY21 Budget as presented. Gail Smith seconded. Vote-all approved. Motion carried.

- Leslie Clark explained that Tasha was doing housekeeping in the financials as the library systems prepares to move from Blackbaud Financial Edge to MIP Fund accounting software.
- Leslie Clark explained that Staff Development Day scheduled Oct 12 will be cancelled due to the uncertainty of being able to meet and that the library has been closed a lot due to COVID-19 and we don’t want to close more than necessary.
- Leslie Clark went over the Closed dates FY & CY21. Don Cargill made a motion to accept the Closed Dates for FY & CY21 as presented. Kathryn Reagan-Smith seconded. Vote-all approved. Motion carried.
- Leslie Clark explained the library was in Phase 4 of its reopening plan and will probably remain it for the foreseeable future.
- Peter Thomas said he will look at Committee assignments and send emails concerning them.
- Added to the agenda-New Camera/phone System for library. Leslie Clark explained the phone system needs to be updated since it is original to the library built in 2001. The library system also needs a security...
camera system. She requested permission to seek proposals and quotes for both of these items. Don Cargill made a motion to approve the request. Carroll Turner seconded. Vote-all approved. Motion carried.

Public Comments
None

Announcements
- The next regularly scheduled meeting of the Dawson County Library Board of Trustees will be Oct 19, 2020 at 5:00 p.m.
- The Chestatee Regional Library System Board is scheduled to meet virtually Monday, July 27, 2020 virtually due to COVID-19 pandemic.

If you wish to join this Virtual Library Board meeting or any other announced on our webpage or posted in the libraries, please send an email to Leslie Clark at lclark@chestateelibrary.

Adjournment
Carroll Turner made a motion to adjourn the meeting. Susan Roof seconded. Vote-all approved. Motion carried. Meeting adjourned at 5:49pm.

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