

July 26, 2016
Charlton Public Library
Minutes

Members present: Donna Nance, Teresa Hamilton, Linda Pina, Susan Carter, Barbara Smiley, Lynn Young, Barbara Parker, Dr. Diana Very, Regional Director, Three Rivers Regional Library System.

Visitors: Sam Pickren, Freddy Combs, Shawn Boatright, Killeen Gonzalez

A motion was made by Ms. Pina to amend the agenda by moving the air conditioning information to the first item. It was seconded by Mrs. Carter. All members voted in favor.

Mr. Combs informed the board that he was able to salvage a fan from an old unit to make the unit work. He also told the board that one unit was manufactured in 2003 and a second unit was manufactured in 2008. He believes the units have served their life span. There is a storage problem. Two units are in the attic and one is outside. The unit inside has had much storage around it. He informed the board that it is not a good idea to put storage around units.

Mr. Sam Pickren stated he had been looking at the service history of the units, and he is concerned about the number of times the units have lost compressors. He also stated that he does not like units in the attic, because they are difficult to repair and service. He recommended in the new library addition that the units be housed downstairs in a mechanical room. He stated that compressors should last if they are piped correctly. Currently there are two air conditioning units in the ceiling and one outside. They are called split units. The compressor is outside and the evaporator is inside the building.

Mr. Pickren also recommended using an overseer from the county to watch the mechanical contractor and to make certain the units are installed correctly. He said it is most important to have the equipment placed in a serviceable location.

Mr. Pickren and Mr. Combs stated the library has two 7-1/2 ton units that service the main library, and one 3-ton unit that services the meeting room.

Mr. Boatright told the board to be wary of the architect, because he will have to redraw the electrical plan which will result in change orders.

The board was most appreciative to these gentlemen for their clear and concise explanations of the air conditioning system.

A motion was made to accept the minutes as read by Ms. Pina and seconded by Mrs. Smiley. All members voted in favor.

Mrs. Parker explained several items in the treasurer's Report. A motion was made by Mrs. Carter and seconded by Mrs. Hamilton to accept the report as printed. All members voted in favor.

Manager's Report

Ms. Parker gave the manager's report on circulation and the summer reading program. The summer reading program was a success, but the number of patrons finishing the program dropped from 38 per cent the previous year to 34 per cent this year. The board felt there was not as much opportunity for publicity due to the fact that the library staff and board thought the library would be closed for construction.

Old Business

It was decided by Dr. Very and Mrs. Nance that a meeting in Atlanta with the architect and Nate Ralls would not be of benefit to the library board.

Pardner Davis informed Donna Nance that there would not be enough time for his company to put together a bid on the library project.

Mrs. Nance informed the board she had a disappointing conversation with Nate Ralls concerning the MMR monies for 2017-2018. He stated the library could not get funding for retroactive projects. Dr. Very stated she would check with several systems to see if the library could use their funds.

New Business

The library bids will be opened Tuesday August 9th at 1:00 pm. All board members need to be here if at all possible.

The board agreed the library will close Tuesday September 6th. The relocation process will happen on Monday October 3rd, 2016. A problem with holds was discussed during September, because books will not be available. Dr. Very will check with the persons involved in the online hold process.

Mrs. Nance is very concerned about how the library will be moved.

A question arose about the bid process. The board must select the most qualified bid not necessarily the lowest bid. Each board member will receive a scoring sheet to help determine the best contractor for the addition.

Regional Director Report

Clint made the deadline for e-rate with the Internet for the library. Erika is involved with STEM projects for science teachers. She is trying to get the libraries connected as a system.

There is a problem with the funding of materials. Dr. Very with the approval of the regional board would like to split half the funds by eight (number of libraries) and the other half by population. Some of the larger systems want the monies split by population only, leaving the smaller systems with a much smaller amount of monies.

There will be a regional board meeting Thursday August 25 at 4:30 in Jesup to discuss and vote on the problem.

The audit for 2015 was completed. There were no findings. All is clear. The auditor stated it was a very easy audit.

There was no report from Linda Kean or Karen Haven and their lawyers.

Upon completion of business a motion was made to adjourn at 1:35 pm by Mrs. Young and seconded by Ms. Pina. All members voted in favor of the motion.

Respectfully submitted,

Lynn Young

Approved: October 11, 2016