



Regional Library Board of Trustees Meeting Minutes
TRRLS Regional Office
280 South Mahogany Street
Jesup, GA 31546
5:00 pm, Thursday, May 26, 2016

Trustees present:

Jim Cote – Wayne County
Joe Sullivan – Long County
Cindi Otto – Wayne County
Neva Pittman – Wayne County
Gwen Bohanon – Brantley County
Nell Bowen – Brantley County
Ann Tucker – Hog Hammock
Rebecca O’Neal – Hog Hammock
Jeff Henry – St. Marys
Craig Brooks – McIntosh County

Staff Present:

Diana Very – Three Rivers Regional Library System
Angelia Brown – Three Rivers Regional Library System
Tammy Goober – Long County Public Library
Debbie Turner – Wayne County Public Library
Shuntisk Gaskins – Hog Hammock Public Library
Kathy Moody – Brantley County Library

Public:

Debbie Palacio
Charleigh Turner

Call to Order:

Chair Jim Cote called the meeting to order at 5:12 pm

Prayer:

Led by Mr. Cote followed by the Pledge of Allegiance

Agenda:

Mr. Sullivan made motion to approve the Agenda; Ms. Otto seconded. No discussion. All approved.

APPROVED
DATE 8/25/16

Minutes:

Regional Board Meeting February 25, 2016 – Mr. Sullivan made motion to approve minutes. Mr. Henry seconded. No discussion; all approved.

Chair Report:

No chair report

Financial Report:

Detailed analysis of financial report was discussed. Bates has not been paid yet because we have not received audit report yet. There is a surplus of money in report because May salaries were not taken out yet. E-rate has not been reimbursed to the region yet. Mr. Sullivan made a motion to accept financial report; Mr. Henry seconded. All approved.

Director's Report:

Director's report was sent to the trustees the day before to include director's plan for the next year to learn more about communities in the system. The director's three year plan was to: (Year 1) learn about the regional office; (Year 2) learn about the member libraries; (Year 3) learn about the communities in the system.

The report included an update of the projects affecting the system as a whole.

Member Library Reports:

Member library reports made available to Trustees.
Mr. Henry gave an update on St. Marys situation.

Old Business:

Linda Kean made a request about Purchase of Out-of -State-Service/TRS. The form was completed by Ms. Kean with wrong date of employment. The date of employment was to be completed by Dr. Very. Dr. Very requested Ms. Kean send another form not completed by her. Ms. Kean has not sent in new form yet.

New Business:

Director requested approval to buy a new company vehicle with extra SSG money received in FY16. Discussion followed with justification for purpose and type of vehicle. Motion made to approve purchase of vehicle by Ms. Pittman; seconded by Ms. Bohannon. All approved.

Woodbine is continuing to try to start a public library in their town. Resolution set to be approved at their June 6th meeting.

Budget for FY17 presented along with present budget. Cindra Otto requested to have past budgets also. Dr. Very stated she would send out all current and previous budgets the next day. The budget included a 2.5% merit raise for regional office staff which was discussed. Motion made to approve budget by Mr. Sullivan; seconded by Ms. Pittman; all approved.

Discussion followed of approval of a Waiver to convert some state salary money to SSG money for FY17 State Grants budget to be signed and sent to GPLS. Motion made to accept Waiver by Ms. Otto; seconded by Ms. Pittman; all approved.

Dr. Very applied for a chance to attend Harwood Institute. Only 3 applications were approved; Dr. Very was one of those chosen. GPLS will pay the registration/tuition of \$950 to attend. The region will pay travel costs.

Next meeting:

Next meeting will be held at the Regional Office in Jesup, GA on August 25, 2016 at 5:00pm.

Meeting adjourned

Mr. Sullivan made a motion to adjourn; Mr. Henry seconded. All approved.

Meeting adjourned at 6:22 pm.

Respectfully submitted,
Angelia Brown
Dr. Diana J. Very