

LONG COUNTY PUBLIC LIBRARY

“The Mission of the Long County Public Library is to inspire lifelong learning, advance knowledge, and strengthen our community.”

Long County Public Library Board of Trustees Minutes of April 17th, 2018 Meeting

Trustees Present:

Joe Sullivan, Chairperson
Brent Klinedinst Sr.
Kathy Simmons
Amy Howard
Mike McCall
Barb Parker
Linda Smith

Trustees Absent:

Betty Baxter
Julia smiley

Others:

Tammy Goober (Library Manager)
Dr. Very (TRRLS)

Call to Order:

Joe, chairperson called the meeting to order at 5:30 pm [EST]. A quorum of directors was present and the meeting, having been duly convened was ready to proceed with business.

Agenda and Minutes of Meeting:

Brent made a motion to adopt the meeting agenda as submitted, Amy seconded the motion and the motion passed unanimously.

Minutes from the meeting of January 16th, 2017 were presented.
The Regional Report was changed to reflect Camden County possibly leaving TRRLS.
Mike made a motion to accept the amended minutes, Amy seconded the motion and minutes were unanimously accepted.

Regional Report:

Dr. Very reported that a book order has been place with the provided Grant money.

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Financial Report:

Brent reported there is an error on the financial statements. The Beginning balance shown for March 2018 does not match the ending balance for February 2018.

Dr. Very will look in to the issue.

Policies & Procedures Committee:

The committee had nothing to report.

Fundraising Committee:

The committee had nothing to report.

Finance Committee:

Brent presented a proposed budget for fiscal year 2018 – 2019. He also requested notification from the region on changes to cost / salary expenses. Joe asked to accept the proposed budget. Kathy made a motion to adopt the budget, Mike seconded the motion and the budget was unanimously adopted.

Financial Reports: Attached to minutes

Financial report summary for January 2018 – Statement received 2-12-2018

Beginning Balance:	\$ 58,255.32
Net Increase (Decrease)	\$ 1,059.93
Ending Balance:	\$ 59,315.25

Financial report summary for February 2018 – Statement received 03-12-2018

Beginning Balance:	\$ 59,315.25
Net Increase (Decrease)	\$ 1,342.91
Ending Balance:	\$ 60,658.16

Financial report summary for March 2018 - Statement received 04-10-2018

Beginning Balance:	\$ 60,678.10
Net Increase (Decrease)	\$ 1,163.63
Ending Balance:	\$ 61,841.73

Building and Ground Committee:

The committee reported that two quotes to pour a concrete pad for the metal building had been received.

1st quote: \$ 850.00

2nd quote: \$ 775.00

Mike made a motion to accept the 2nd quote, Kathy seconded the motion and it passed unanimously.

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Strategic Planning Committee:

The Committee had nothing to report

By-Laws Committee:

The committee had nothing to report.

Executive Committee:

The committee had nothing to report.

Personnel Committee

The Committee reported that all evaluations for the year have been completed. Kathy requested a \$1.00 per hour wage increase for Cathy effective July 1st 2018. The Board voted on the request and approved the increase in salary.

Library Manager’s Report:

Tammy presented a detailed report for activities in February, March and April to include upcoming events. Her report is attached to the minutes.

February: A Chamber of Commerce business after hours was held on the 6th and well attended by the community. The Little Big Read and Adult Big Read were held with attendance being small for the Adult Big Read and discussion.

March: The annual Cat in the Hat birthday party was held on the 1st and a story time about hedgehogs on the 8th.

WTOC’s Cutter Martin stopped by with the storm chaser van on the 22nd for a weather event. On March 29th we had an Easter story & craft time to include a visit from the Easter Bunny.

April: On April 12th we had story & craft time with Georgia DNR.

On the 21st we will host a tea party with Alice and on the 26th will be a Farm & Garden themed day with a representative from 4-H.

Tammy also reported that the City increased its donation to \$1500.00 for the summer reading program.

The fire chief came to inspect the building as part of a city wide inspection of public buildings. He noted that the fire extinguishers need to be replaced and the fire alarms tested.

The Fire Department offered to exchange the extinguishers on an annual basis free of charge.

Old Business:

None

New Business:

The By-Laws committee will meet to discuss possible changes. At this time Board officers are only allowed to serve two terms in their appointed position, which would make Joe and Brent ineligible for re-appointment. Board of Trustee meetings are to be held in March, June, September and December to better facilitate voting on budget and officers for the coming year.

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Announcements:

Brent, Kathy and Amy agreed to serve another term on the Library Board of Trustees. The next Regional Board meeting is scheduled for May 24th, 2018.

Next Board Meeting:

Next board meeting will be at 5:30 pm (EDST) on June 19th, 2018, with committees meeting at 5:00pm (EDST).

Adjournment:

There being no further business to come before the board, Brent made a motion that we adjourn. Mike seconded the motion and it was unanimously approved at approximately 6:02pm (EDST).

Respectfully Submitted,

Barb Parker