

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 July 19th, 2016 meeting

Trustees Present:

Joe Sullivan, Chairperson
Brent Klinedinst Sr.
Amy Howard
Kathy Simmons
Barb Parker
Betty Baxter

Trustees Absent:

Joy Strickland
Mike McCall
Linda Smith

Others:

Tammy Goober (Library Manager)
Ceil Smith (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:

Joe moved to adopt the meeting agenda as submitted, Brent seconded the motion and the motion passed unanimously.

Minutes from the meeting of April 12th, 2016 were presented.

Joe moved to accept minutes as presented, Amy seconded the motion and minutes were unanimously accepted.

Regional Report:

Ceil reported that the website now offers access to audio and e-books, as well as comics and PC and Android games. Tutorial art sites are to be added.

Financial Report:

Brent reported that the balance discrepancy has been resolved.

LONG COUNTY PUBLIC LIBRARY

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

Committee Reports:

Policies & Procedures Committee:

The committee had nothing new to report.

Fundraising Committee:

Betty reported that 201 recipes have been entered on the cook book website. She and Amy will meet to finalize the order for 200 books which will be sold for \$15.00 per book.

Finance Committee:

Financial Reports: Attached to minutes

Financial report summary for March 2016 – Statement received 04-12-2016

Beginning Balance:	\$ 31,642.58	\$30,196.18
Net Increase (Decrease)	\$ (586.81)	\$ (586.81)
(Ending Balance:	\$ 31,055.77	\$29,609.37

Financial report summary for April 2016 – Statement received 05-05-2016

Beginning Balance:	\$ 29,609.37
Net Increase (Decrease)	\$ 7,636.86
Ending Balance:	\$ 37,246.23

Financial Report summary for May 2016 – Statement received 06-09-2016

Beginning Balance:	\$ 37,246.23
Net Increase (Decrease)	\$ 9,866.23
Ending Balance:	\$ 47,112.46

Motion was made by Kathy to accept the financial report. The motion was seconded by Barb and passed unanimously.

Brent presented the proposed budget for year 2016-2017. Due to traffic increase in the library by 16% the operating cost has increased by 10%. The e-rate income has been decreased from \$2904.00 per year to \$1000.00.

The total projected income for the fiscal year is

\$ 124,323.04 with expenses projected at

\$ 128,715.32.

This would leave a deficit of 4,392.32 in the budget at this time.

Brent moved to approve the budget.

LONG COUNTY PUBLIC LIBRARY

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

Building and Ground Committee:

Issues found during the fire marshal inspection are in the process of being corrected. New evacuation signs have been completed and quotes from Fire Alarm Monitoring companies reviewed.

Brent proposed to use US Alarms of Georgia to install and monitor the system. The cost for the system is \$4,611.00 with a \$40.00 monthly monitoring fee.

Motion to accept the proposal was made by Brent. Amy seconded the motion and it was unanimously accepted.

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 had nothing to report.

Library Manager’s Report:

Tammy reported on the summer reading program:

The program was a great success, with 155 readers registered, 109 reading logs turned in and 469 visitors in a single day. A total of 10 volunteers logged 180 hours. The library also initiated an outreach program with migrant workers and their children for a three week period on Mondays. The program offered games and reading to 71 registered participants.

WTOC news visited and reported on the summer program twice.

Dollar General made a \$100.00 donation to the reading program.

The BOE made a one-time donation to the library and the funds were used to purchase six Google Chrome Books and new Lego sets. The old sets were donated to Hog Hammond on Sapelo Island.

Tammy recommended changing the library opening hours to better serve the community.

The proposed hours were:

MO – TH from 10am to 8pm

FR from 10am to 6pm

SAT from 10am to 2pm

Kathy made the motion to approve the revised opening times, Amy seconded the motion and it was unanimously accepted.

August 1st, 2016 was proposed for the effective date for the new opening hours.

Kathy made the motion to accept, Amy seconded the motion and it passed unanimously.

LONG COUNTY PUBLIC LIBRARY

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

Old Business:

The account at the Ludowici Bank has been closed as requested by the board.

New Business:

None

Announcements:

The Regional Board will meet on August 25th.

Next Board Meeting:

Next board meeting will be at 5:30 pm (EDST) on September 15th, 2016, with committees meeting at 5:00pm (EDST).

Adjournment:

There being no further business to come before the board, Betty made a motion that we adjourn. Brent seconded the motion and it was unanimously approved at approximately 6:34pm (EDST).

Respectfully Submitted,

Barb Parker