

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 18th, 2017 Meeting

Trustees Present:

Joe Sullivan, Chairperson
Brent Klinedinst Sr.
Amy Howard
Betty Baxter
Mike McCall
Barb Parker

Trustees Absent:

Joy Strickland
Linda Smith
Kathy Simmons

Others:

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

Call to Order:

Joe, chairperson called the meeting to order at 5:39 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, Mike seconded the motion and the motion passed unanimously.

Minutes from the meeting of April 18th, 2017 were presented.
Amy made a motion to accept minutes as presented, Mike seconded the motion and minutes were unanimously accepted.

Regional Report:

Dr. Very reported changes to staffing in Camden County. The library in Charlton County is about ready to open. Audits for the Library System were completed and no issues were found.

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Financial Report:

Brent reported that the library ended the fiscal year with a balance of \$ 52,591.58. The region recommends the balance to include a 3 month cushion for all operating expenses.

Policies & Procedures Committee:

The committee had nothing new to report.

Fundraising Committee:

The committee met and is working on calendar ad sales for the 2018 Library calendar.

Finance Committee:

The committee submitted the proposed budget for 2017-2018, to include a 10% increase in funding in order to hire an additional part time employee. The budget for fiscal year 2017-2018 was adopted.

Financial Reports: Attached to minutes

Financial report summary for April 2017 – Statement received 4-21-2017

| | |
|-------------------------|------------------------|
| Beginning Balance: | \$ 34,271.84 |
| Net Increase (Decrease) | \$ (1,375.04) |
| Ending Balance: | \$ 32,896.80 |

Financial report summary for May 2017 – Statement received 6-12-2017

| | |
|-------------------------|---------------------|
| Beginning Balance: | \$ 32,057.69 |
| Net Increase (Decrease) | \$ (547.50) |
| Ending Balance: | \$ 31,510.19 |

Financial report summary for June 2017 - Statement received 7-14-2017

| | |
|-------------------------|--------------------|
| Beginning Balance: | \$40,236.78 |
| Net Increase (Decrease) | \$12,354.80 |
| Ending Balance: | \$52,591.58 |

Building and Ground Committee:

The committee presented a list of items to be repaired and quoted costs for said repairs.

| | |
|---|--------------|
| Quote from Charlie Smith for ceiling repair in back room: | \$1495.00 |
| Quote from Hollis Smith for: | |
| Electrical work | \$ 959.00 |
| Drop Down plugs for Computers and direct Internet Wiring | \$ 820.00 |
| Replacing eight lights with LED lights | \$ 1110.00 |
| Quote from Ashley Floors: | |
| Replace all carpet | \$ 20,333.00 |

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The Board approved the cost for ceiling repair and electrical work for a total of \$ 3274.00 It was recommended to look at the total cost of replacing all lights with LED fixtures. Dr. Very will provide contact information for another electrician. It was also recommended to get quotes from other companies for the carpet replacement. Tammy will apply for an available MRR Grant that could pay for half the cost of replacing the carpet and request assistance from the County Commissioners in the amount of \$10,000.00

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, but Joe recommended that every committee should meet on a quarterly basis to draw up a plan of goals for the year.

Personnel Committee

The committee had nothing to report.

Library Manager’s Report:

Tammy presented a detailed report for activities in May, June and July. Her report is attached to the minutes.

The summer reading program was a big success with 167 readers registered, of which 97 completed the program with a total of 1396 hours read. The detailed report is also attached to the minutes. The Theme for next year will be “Music”

Our Library was nominated for the “Best Small Library in America” contest. Representative Buddy Carter and County Commissioner Mike Riddle send recommendation letters.

The winner receives \$5000.00 in cash and second and third places will receive supplies.

Old Business:

None

New Business:

New potential Board member Julia Smiley was introduced. She would replace Joy Strickland who resigned from the Board as of June 30th, 2017.

If the City approves Julia’s appointment, her term on the Board of Trustees would run from July 1st, 2017 through June 30th, 2020.

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Announcements:

Yearbook digitizing is available through a grant and will be utilized to make Yearbooks on CD available at the library in the future.

Next Board Meeting:

Next board meeting will be at 5:30 pm (EDST) on October 17th 2017, with committees meeting at 5:00pm (EDST).

Adjournment:

There being no further business to come before the board, Amy made a motion that we adjourn. Mike seconded the motion and it was unanimously approved at approximately 6:38pm (EDST).

Respectfully Submitted,

Barb Parker