

# 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 November 10th, 2016 Meeting

### **Trustees Present:**

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

### **Trustees Absent:**

Mike McCall  
Joy Strickland

### **Others:**

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

### **Call to Order:**

Joe, chairperson called the meeting to order at 5:04 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 made a motion to adopt the meeting agenda as submitted to include, changing the meeting time to 5:00pm, Amy seconded the motion and the motion passed unanimously.

Minutes from the meeting of September 15<sup>th</sup>, 2016 were presented.  
Joe made a motion to accept minutes as presented, Amy seconded the motion and minutes were unanimously accepted.

### **Regional Report:**

Dr. Very reported that the 3D printers have been received and will be sent out soon. Federal and State Park reference books have been donated to the region. They will be rotated throughout the system. A display will be set up at the libraries. A manager had been hired and John has resigned. The payroll has been outsourced.

# LONG COUNTY PUBLIC LIBRARY

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

## **Financial Report:**

Brent reported that the region has listed the Library Building Repair cost as \$10,091.00 – it should be \$5,040.00. This should be corrected on the next regional report.

## **Committee Reports:**

### **Policies & Procedures Committee:**

The committee had nothing new to report.

### **Fundraising Committee:**

Betty updated the board on upcoming fundraising events:

- The final day to place calendar orders will be November 18<sup>th</sup>.
- Will have a raffle for the “Well Photograph”
- Will have a raffle for the Quilt by Christmas time
- Cake auction to be held a Christmas Tree lighting ceremony

### **Finance Committee:**

The committee had nothing new to report.

Financial Reports: Attached to minutes

Financial report summary for August 2016 – Statement received 11-07-2016

Beginning Balance:	<b>\$ 37,244.51</b>
Net Increase (Decrease)	<b>\$ 13,000.52</b>
Ending Balance:	<b>\$ 50,245.03</b>

Financial report summary for September 2016 – Statement received 11-07-2016

Beginning Balance:	<b>\$ 50,245.03</b>
Net Increase (Decrease)	<b>\$ (1,427.18)</b>
Ending Balance:	<b>\$ 48,817.85</b>

Financial report summary for October 2016 – Statement received 11-09-2016

Beginning Balance:	<b>\$ 48,817.85</b>
Net Increase (Decrease)	<b>\$ 429.73</b>
Ending Balance:	<b>\$ 49,247.58</b>

### **Building and Ground Committee:**

The committee had nothing to report.

### **Strategic Planning Committee:**

The committee had nothing to report.

# LONG COUNTY PUBLIC LIBRARY

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

## **By-Laws Committee:**

The committee had nothing to report.

## **Executive Committee:**

The committee had nothing to report.

## **Personnel Committee**

The committee will meet to finalize annual staff evaluation forms. Dr. Very requested to be included in the meeting.

## **Library Manager’s Report:**

Tammy presented a detailed report on activities in October and upcoming events in November. Her report is attached to the minutes. Events included a Native American Day and puppet show of The Cat In the Hat and Pete the Cat.

The library will close early on November 23<sup>rd</sup> and remain closed on November 24<sup>th</sup>, 25<sup>th</sup> and 26<sup>th</sup> for the Thanksgiving holiday.

Tammy has agreed to serve on the Chamber Of Commerce Board.

## **Old Business:**

None

## **New Business:**

Tammy suggested changing the Library hours to better serve the community and more effectively utilize the Library staff. The board requested a written proposal.

## **Announcements:**

Tammy requested funds to attend the mid-winter ALA conference in January. Her request was approved by the board, limiting the cost to \$1,000.00

Kathy made the motion to approve the expense, Brent seconded the motion and the motion passed unanimously

## **Next Board Meeting:**

Next board meeting will be at 5:30 pm (EDST) on January 12<sup>th</sup> 2017, 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. Amy seconded the motion and it was unanimously approved at approximately 5:52pm (EDST).

Respectfully Submitted,

Barb Parker