

# 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 September 20th, 2018 Meeting

### **Trustees Present:**

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

### **Trustees Absent:**

### **Others:**

Tammy Goober (Library Manager)  
Dr. Very (TRRLS)  
Clint Moxley (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, Mike seconded the motion and the motion passed unanimously.

Minutes from the meeting of June 25<sup>th</sup>, 2018 were presented.  
Brent made a motion to accept minutes as presented, Amy seconded the motion and minutes were unanimously accepted.

### **Regional Report:**

Dr. Very reported that Angela is retiring after 25 years with the Library System. The replacement hired is an accountant and will work part time.  
Materials are being bought, as needed by individual libraries, with the grant money received.  
The MRIT grant for this year was in the amount of \$34,000.00, which is only half of the previous year's amount.

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Strategic Planning Committees will be asked to work on goals and vision for the future of their respective library. The region will collect the information and together with the committees develop a strategy plan benefitting all libraries in the region.

## **Financial Report:**

Brent presented the financial report for 2017-2018. Expenses for the library stayed below the total budget set.

## **Policies & Procedures Committee:**

The committee had nothing new to report.

## **Fundraising Committee:**

Betty reported that the committee is working on calendar and calendar ad sales. There is also a painting class scheduled for October 6<sup>th</sup>. Donation requested per person is \$15.00, which will cover cost of materials needed. Light refreshments will be served as well.

## **Finance Committee:**

The committee had nothing to report.

Financial Reports: Attached to minutes

Financial report summary for June 2018 - Statement received 07-18-2018

Beginning Balance:	<b>\$ 60,261.29</b>
Net Increase (Decrease)	<b>\$( 1,373.80)</b>
Ending Balance:	<b>\$ 58,887.49</b>

Financial report summary for July 2018 – Statement received 09-10-2018

Beginning Balance:	<b>\$ 58,887.49</b>
Net Increase (Decrease)	<b>\$ (7,841.09)</b>
Ending Balance:	<b>\$ 51,046.40</b>

Financial report summary for August 2018 - Statement received 09-20-2018

Beginning Balance:	<b>\$ 51,046.40</b>
Net Increase (Decrease)	<b>\$ 6,855.43</b>
Ending Balance:	<b>\$ 57,901.83</b>

## **Building and Ground Committee:**

The committee had nothing to report

## **Strategic Planning Committee:**

The committee plans to meet to work on ideas for the Region wide strategic plan

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## **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 presented a detailed report for activities in August, September and also final number for the summer reading program. It also includes upcoming events for October. Her report is attached to the minutes.

The library has had a change in staffing: Stephanie resigned and Jackie Wiggins should begin working on September 24<sup>th</sup>.

Two new student workers, Kelley Law and Peyton Yarbrough started at the library on August 27<sup>th</sup>.

Tammy will be attending the Georgia Library Conference in Columbus, October 2<sup>nd</sup> – 5<sup>th</sup>.

## **Old Business:**

None

## **New Business:**

The book drop-off box is in bad condition and has to be replaced. After looking at several options the best price, which includes a 12% discount is:

\$3,067.93 plus \$178.00 for shipping.

Tammy asked for approval of the purchase. Amy made a motion to approve the purchase.

Brent seconded the motion and it was unanimously approved.

## **Announcements:**

The Christmas tree lighting and cake auction will be on November 29<sup>th</sup> at 6pm.

The Christmas parade will be on December 1<sup>st</sup> at 6pm.

## **Next Board Meeting:**

Next board meeting will be at 5:30 pm (EDST) on November 13<sup>th</sup>, 2018 with committees meeting at 5:00pm (EDST).

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**Adjournment:**

There being no further business to come before the board, Brent made a motion that we adjourn. Betty seconded the motion and it was unanimously approved at approximately 5:57pm (EDST).

Respectfully Submitted,

Barb Parker