

ATHENS-CLARKE COUNTY LIBRARY BOARD OF TRUSTEES

Minutes of April 12, 2022 Meeting

ACCL Multipurpose Room A, 4:00 pm

Chair Russell called the meeting to order at 4:00 pm. Trustees in attendance are Ms. Bogue, Ms. Brickman, Ms. Clarke, Ms. Cullen, Ms. Hall, Mr. Mason, Mr. Jordan, Ms. Cox, Ms. Ritter, Chair Russell, Mr. Timmons, Ms. Kalim, and Mr. Woods and Mr. Scott. Absent were Ms. Boydston, Ms. Hunt, and Mr. Vernotico. Staff members present were Ms. Bell, Ms. Price, Ms. Schuman, Ms. Plaksin, Ms. Shimobi-Obijuru, Ms. Green, Ms. Fike, Ms. Mayfield, Ms. Flanigan, Ms. Eades, and Ms. Ballard.

Announcements:

- Chair Russell announced that Ms. Price has notebooks available for each Board member. The notebooks will serve as a dedicated place to keep meeting minutes, and other important information.

Public Comment:

None

Approval of Minutes:

- The draft minutes of the January 11, 2022 meeting were unanimously approved (motioned by Ms. Hall, seconded by Ms. Bogue)

Approval of Agenda:

- The April 12, 2022 Meeting Agenda was adopted and unanimously approved. (motioned by Mr. Timmons, seconded by Mr. Woods)

Financial Report:

- Ms. Fike presented the financial report. She reported expenditures at 70.87%, and revenue at 73.49%.
- FY2022-Q3 Financial Report was unanimously accepted. (motioned by Ms. Bogue, seconded by Mr. Jordan)

Committee Reports:

• Friends of the Library

Ms. Kalim gave the report. She reported that the Friends had another successful book sale, and thanked everyone for their help. The book sale raised approximately \$17,700.00.

They are interviewing for 7 available positions on the FOL Board.

The Friends are excited about several upcoming events. A poet will visit the library on April 26th, and a Mary Early event is scheduled for April 28th. They are also planning an event with a local author, and continue to plan this year's Family Fun Day.

Ms. Ritter asked how FOL events are advertised.

Ms. Kalim said the Friends work with Rhiannon Eades (PIO), as well as advertise in the Flagpole, and post signs in the Library.

Ms. Ritter suggested a PSA on WUGA. Chair Russell requested the BOT be added to the mailing list for upcoming events.

- **Winterville**

Mr. Scott gave the report. He was excited to report that the Library Assistant position has been filled, and there are now two staff members at the library.

Deirdre Murray did an outreach storytime at the Georgia Museum of Art that was very well received.

Deirdre was asked to participate in the Marigold Market Easter Festival.

The opening of the Carter-Coile County Doctor's Museum on May 14th is likely to bring more traffic to the library, and they are excited about that.

- **Finance**

Ms. Bogue gave the report. She reported the Merrill Lynch account at \$1,589,523.00

She invited the Trustees to the upcoming Foundation Event and encouraged all members to invite friends and associates.

The Foundation Event will be held on April 22nd, at 6:30pm, and will serve as an introduction of library services to the community. Library workers will be present to show and tell attendees about all the different services offered at the Library.

Attendees will have a chance to invest in the Foundation to help sponsor future events.

Ms. Bell encouraged the Trustees to invite future donors and informed them that this is the perfect opportunity to support the Eastside Library. Trustees should RSVP with Sue if they plan to attend.

Director's Report:

Director Bell reported the unfortunate news of State Librarian Julie Walker's mothers passing. A card and Peace Lily plant was sent to Ms. Walker on behalf of ARLS. Julie sent a wonderful thank you note that was included in the documents given to each Trustee.

Both State houses have passed the FY22 amended budget, and it has been signed by the Governor. The final version includes raises for state employees and

state-reimbursed positions, \$3 million for MRR, and \$2 million for technology grants.

Ms. Bell stated the technology needs will be purchased first. She is working with Ms. Fike to divide the \$5,000 increase among FTE employees.

Ms. Bell opened the floor to Ms. Fike to discuss the approved FY23 budget. Ms. Fike reported the following:

- materials funding increased to \$.60 per capita
- \$900,000 for Oconee County Library, Athens Regional System, Watkinsville, Oconee County (Wire Park)
- \$2 million for the Eastside Branch Library, Athens Regional Library System, Athens, Clarke County

Director Bell added that Ms. Ritter is on the site selection committee (Eastside) and their next meeting will be May 1, 2022.

She thanked everyone who contacted legislators to ensure these allocations remained in the budget.

Chair Russell, Director Bell, and Ms. Fike attended the ACC budget hearing on January 22nd. Ms. Bell thanked Ms. Russell for the great job she did explaining our request for \$420,000.

Ms. Bell reported that the annual AUP is complete. We were cited with 3 findings, but overall, were pleased with the outcome.

National Library Week was April 3rd - 9th. The theme this year is "Connect With Your Library."

April 5th was National Library Workers Day. The Friends of the Library brought goodies for the entire staff. We gave our sincere thanks for all that they do for the Library.

We have applied for the Jon Cotton Dana Award. We highlighted the work we accomplished around the events and programs for the book "Stamped."

On March 31st we participated in the Jeannette Rankin Foundation's "It's Time to Talk" event again this year. The guest speaker was professional baseball player, current author of 3 children's books, and an adult book set to publish in 2023, Chris Singleton. Sadly, Chris' mother was one of the victims of the Emanuel AME church shooting in downtown Charleston, South Carolina. As part of our partnership with the Jeanette Rankin Foundation, we were able to have Chris Singleton speak at the Library on March 31st. Our Friends group purchased 75 copies of his book that were given away free to attendees.

Also partnering with JRF and CCSD, the Montgomery bus trip to visit The National Memorial for Peace and Justice is back on! The trip will take place on May 11th, and we are currently accepting reservations. Each ticket costs \$25 and students go for free.

Valerie Bell, Toby Mayfield, Sue Plaksin, and Rita Shoemaker attended Library Legislative Day on March 10th. They met four representatives and handed out 10 gift bags. The bags included promotional materials and a 3D printed miniature UGA football jersey celebrating the Dawgs' National Championship win.

Strategic planning is underway. The expected completion month is January 2023.

Kaptiv8, our web developer, started on our new website. The expected completion date is some time in August.

Materials for the hearing loop are on order. The vendor is experiencing supply chain issues, but believes that all materials will be in and he will be able to start installation in September.

Director Bell is serving on the county's Juneteenth Committee. It has been an opportunity to get to know and work with different non-profit organizations in Athens. Van Burns, our Reflective, Sharing, Learning (RSL) Coordinator retired on March 31. Holly Bowden, our Collection Management Coordinator, will retire in June.

Communications:

Chair Russell read a thank you note from State Librarian Julie Walker. Julie thanked Val And ARLS for "the beautiful peace lily you sent to my mom's service last week...During a difficult day, you allowed me to feel surrounded by your comfort and kindness."

New Business:

- FY22 Temporary Budget Approval
 - Ms. Bell and Ms. Fike asked for approval to extend the budget for 2 weeks so that the library is able operate in July. Numbers will not change. (motioned by Ms. Bogue, seconded by Mr. Timmons) Unanimously approved. *Action Item*

Board Actions:

- Move to waive fines for existing student library cards.
 - Ms. Bell added that the PLAY Card has not gone out yet and does not accrue fines.
 - Mr. Scott asked if fines will affect a student being able to get a PLAY Card. Ms. Bell answered no.
 - Ms. Brickman commented that we probably won't recover most of the fees, and waiving the fees would be a good PR move.
 - Mr. Timmons asked about recouping fees. Ms. Bell said that we tried in the past, and it wasn't very successful.(motioned by Ms. Cullen, seconded by Ms. Clark) unanimously approved. *Action Item*

Old Business:

- 2022 Committees List
The Committees List was included in each Trustees folder of documents. Chair Russell instructed the Trustee whose name appears first on each committee, to communicate with other committee members to vote for Chair of each committee.
- Approve review of the Constitution and By-Laws
Ms. Cox, Ms. Hunt, and Mr. Woods looked over the Constitution and By-Laws. The By-Laws were reviewed in 2021. Some of the committee names are different in the Constitution.
Ms. Russell made the suggestion to edit the Constitution, rather than amend or change the philosophy.
Mr. Woods suggested a section on online meetings should be included. Ms. Hall and Mr. Timmons agreed that the language should be edited to include digital meetings.

Meeting was adjourned at 5:00 p.m. by Chair Russell (moved by Ms. Bogue, seconded by Ms. Cox) Unanimously approved

Next Meeting July 12, 2022 at 4:00 p.m.