

ATHENS-CLARKE COUNTY LIBRARY BOARD OF TRUSTEES

Minutes of July 12, 2022 Meeting

ACCL Multipurpose Room A, 4:00 pm

Chair Russell called the meeting to order at 4:01 pm. Trustees in attendance are Ms. Bogue, Ms. Boydstun, Ms. Hunt, Mr. Mason, Ms. Cox, Ms. Ritter, Chair Russell, Mr. Timmons, Mr. Vernotico, Ms. Kalim, and Mr. Scott. Absent were Ms. Clark, Ms. Cullen, Ms. Brickman, Ms. Hall, Mr. Jordan, and Mr. Woods. Staff members present were Ms. Bell, Ms. Price, Ms. Josey, Ms. Shimobi-Obijuru, Ms. Green, Ms. Eades, Ms. Fike, and Ms. Plaksin.

Announcements:

None

Public Comment:

None

Approval of Minutes:

- The draft minutes of the April 12, 2022 meeting were unanimously approved (motioned by Mr. Timmons, seconded by Ms. Hunt)

Approval of Agenda:

- The July 12, 2022 meeting agenda was adopted and unanimously approved. (motioned by Ms. Hunt, seconded by Mr. Vernotico)

Financial Report:

- Ms. Fike presented the financial report. She reported expenditures at 96.115%, and revenue at 97.28%. The fiscal year ended with a \$26,380 surplus. The FY2022-Q4 Financial report was presented, and Ms. Fike opened the floor for questions. Passports brought in an extra \$24,000 this year. Ms. Bell thanked Trudi Green and the passport staff for their hard work. Ms. Green was happy to inform the Board that the part time passport agent position had finally been filled.
- FY2022-Q4 Financial Report was unanimously accepted. (motioned by Ms. Bogue, seconded by Mr. Vernotico)

Committee Reports:

- **Friends of the Library**
Ms. Green gave an update until Ms. Kalim arrived. Ms. Green reported that Ms. Kalim is now the president of the Friends of Library. The Friends have quite a few new members and officers. Family Fun Day was a great success. Chair Russell requested that the new liaison send a note to Ms. Kalim.

Ms. Kalim arrived later and gave the report. She thanked everyone who came to the annual meeting. She was happy to report that 500 bags were distributed. The Friends raised \$15,292 at the Spring Book Sale. The Fall Book Sale will take place September 28 thru October 1.

They welcomed five new Board members who bring lots of community experience to the group. She would like to speak with the Friends again regarding running the library store.

April McDaniel was named the new Vice President.

Kristen Linthicum is the new liaison.

- **Winterville**

Mr. Scott gave the report. He was excited to report that the library received a small grant from the Rosalynn Carter Butterfly Trail.

The constitution and bylaws will be reviewed at their next Board meeting.

They've had a successful concert series hosted by the Friends every Saturday.

Mr. Scott also reported the resignation of Susan Sellew effective August 10.

- **Foundation**

Ms. Bogue gave the report. She reported that the ACCL Foundation had a very successful event in April. Attendees were given tours of the library and learned about all the services offered. Guests were pleasantly surprised to find out that we have a social worker on staff. Teen volunteers spoke about their experience with the library, and staff signed attendees up for library cards. Several guests donated to the Endowment the next month.

Director's Report:

The Library partnered with the Jeanette Rankin Foundation and Clarke County School District for a day trip to visit the National Memorial for Peace and Justice and the Legacy Museum in Montgomery, AL. The community was able to purchase tickets for \$25 each, and students were able to attend for free. We chartered 2 buses, one for adults, and the other for CCSD students. The visit to the Museum and Memorial was both moving and educational. It was a wonderful opportunity to build relationships within the community, and we received positive feedback.

We continue to work on the website, and hope to have it completed soon. A sample of the new website will be presented to the Regional Board for review at the Regional Board meeting next Thursday.

The Library Foundation will be featured on the new website. Kindful, our donor platform, will make donating effortless, enable us to easily track donors, send thank you notes, and develop a list of current and past donors. The cost is \$1,500 a year. This purchase will go before the Regional Board.

Director Bell was excited to report that we have received a \$10,000 donation for a future Sensory Room, and another \$10,000 coming in the near future.

Strategic planning continues. The patron survey has been completed, and we are now working on public focus groups, and interviewing community leaders.

Ms. Bell asked Public Information Officer, Rhiannon Eades, to speak about the upcoming Get Library Carded campaign that will happen in September for National

Library Card Sign-up Month. Ms. Eades said she is very excited about the campaign this year, and she's looking forward to partnering with more local businesses.

There have been covid outbreaks among staff throughout the region. The staff mask mandate has been put back in place. This decision was made because the new strain is highly contagious, and we are already dealing with staffing shortages due to staff being out sick. There may be a small number of staff that are not happy with the decision.

The East Side User Group continues to meet. They have narrowed the possible location down to 3 areas. They will work with a matrix to make the decision. Ms. Ritter added that the public will have an input on everything.

Director Bell asked Nike' Shimobi-Obijuru, Circulation Services Coordinator, to give an update regarding the PLAY Card and fee forgiveness. Ms. Obijuru informed the Board that the total amount of fees forgiven for students is approximately \$25,000. She asked the Board if fine forgiveness would happen annually, or if forgiveness would only happen this one time. The Board unanimously agreed upon annual fee forgiveness for new PLAY card holders. *Action Item*

Ms. Bell informed the Board that the first Foundation event was a great success. It was a great opportunity to let the community get acquainted with the library. Attendees were very engaged and pleased. Five attendees signed up for new library cards, and 5 people got their cards renewed. She thanked the members of the Endowment Board, as well as everyone who helped make the event a success.

We have a new security company, Phoenix Security Solutions. Rivington Kendrick (owner) has worked with the library in the past, and provided excellent security services. He is being paid the same hourly rate as the previous security company. We have noticed a significant improvement since Rivington has been at the library. His start date was June 1, 2022, and his hours are 11am until 9pm. *Action Item*

I have increased the salary of the cleaning service company by \$2,000. They have not had an increase since 2016, when they were given a \$1,000 increase. The price of keeping the bathrooms stocked after covid has increased almost three times as much as before.

Holly Bowden has retired as Collections Manager after 25 years of service. Lindsay Josey has been selected to take her place.

Communications:

None

New Business:

- Hanging of the plaques. (Motioned by Mr. Timmons, seconded by Mr. Vernotico) unanimously approved.

Board Actions:

- Approval of the final FY23 Budget (motioned by Mr. Vernotico, seconded by Mr. Scott) unanimously approved.
- Approve annual fine forgiveness for new PLAY Card holders. (motioned by Ms. Hunt, seconded by Ms. Bogue) unanimously approved.
- Approval of security services restricted funds for FY23. (motioned by Mr. Scott, seconded by Mr. Timmons) unanimously approved

Old Business:

- Approve edits made to the Constitution. Unanimously approved

Chair Russell added that Ms. Price should add “edits approved 7/12/2022” to the top of the Constitution.

Digital Meetings will be revisited in October when the By Laws are reviewed.

Meeting was adjourned at 5:11 p.m. by Chair Russell (motioned by Mr. Timmons, seconded by Mr. Vernotico) Unanimously approved

Next Meeting October 11, 2022 at 4:00 p.m.