

Hall County Library System
Board of Trustees
Tuesday, February 21, 2023
Gainesville Library – 6:00pm

Present:

Killian Edwards – Chair
Maryellen Cosgrove
Dr. John Delzell
Taylor Ewing
Madison Gee
Rebecca Hamby
Gary Hulion
Leslie Jarchow
Jamie Lovett

Absent:

Mollie Stowe
Kathy Cooper, Ex-officio

Others Present:

Lisa MacKinney, Director
Adrienne Junius, Assistant Director
Lydia Hahne, Business Manager
Amanda Wilkson, Bates Carter Auditor

Chair Edwards called the meeting to order with a quorum at 6:02pm.

Chair Edwards entertained a motion to approve the agenda for the February 21, 2023 library board meeting. Dr. John Delzell made the motion. Taylor Ewing seconded the motion. The motion was unanimously approved.

Upon review of the November 29, 2022 board meeting minutes and the February 1, 2023 Nominating Committee minutes, Chair Edwards entertained a motion to approve both minutes. Taylor Ewing made the motion. Leslie Jarchow seconded the motion. The motion was unanimously approved.

Director MacKinney introduced Amanda Wilkson to present the FY22 audited financial statements. Amanda Wilkson presented a brief summary of the audited financial statements and answered questions. It was the auditor's opinion, the FY22 financial statements were presented fairly in accordance with accounting principles generally accepted in the United States of America. The change in fund balance at the end of June 20, 2022 was \$428,980. Leslie Jarchow made a motion to approve the FY22 financial statements as prepared by Bates Carter. Gary Hulion seconded the motion. The motion was unanimously approved.

Director MacKinney presented the January 31, 2023 financial report. The majority of projected local revenue has been received and expenses are where they should be at the end of January 2023. Some projects are on hold due to equipment back orders. Director MacKinney presented budget adjustments for approval. The recommendations were to increase general fees by \$500, increase postage by \$2,000, increase other expenses by \$215, and to decrease telecommunications by \$2,715. She also requested permission to use \$27,000 from unassigned fund balance to contract with EKG Security to provide security services to the Gainesville Library during operating hours. Dr. John Delzell made a motion to

approve all the recommended budget adjustments to the FY23 budget. Leslie Jarchow seconded the motion. The motion was unanimously approved.

Director MacKinney presented the proposed FY24 budget request to submit to the Hall County Board of Commissioners. The major increase requests were for a 5% staff raise, adjustments to a few 15+ year staff salaries to give them a fair compensated wage, hiring of a security company for the Gainesville Library during operating hours, additional local materials due to the increased circulation seen in FY23, shelving and furniture for the Spout Springs Library and storytime and program toys and tools replacement for other branches, additional contractual funding for the Summer Reading Program, and additional staff to enable the system to open four nights a week at the three largest branches. Leslie Jarchow made a motion to approve the FY24 proposed budget and submit the budget request to the Hall County Board of Commissioners. Taylor Ewing seconded the motion. The motion was unanimously approved.

Director MacKinney updated the board about the activities of the Friends of the Library. Their major project currently is getting ready for the book sale on April 29-30, 2023.

Under old business, Chair Edwards and Director MacKinney gave an update about the strategic planning process. A meeting was held with Assistant State Librarian Ben Carter to start the strategic planning process. April 15, 2023 has been scheduled for a strategic planning retreat for thirty to sixty community members. A survey has been prepared and is being reviewed by Ben Carter.

Director MacKinney gave an update about the East Hall Library project. Representatives from the Library went to the capitol on Library Legislative Day and spoke with the delegation asking for support for the project. Several delegates affirmed they would lobby for the project.

Under new business, Director MacKinney presented RFP award approvals for internet services, janitorial services, and landscaping services for FY24. She recommended awarding the internet services contract to Comcast for five years with the option to renew up to four times, the janitorial services contract to 3H and 3H with the option to return twice, and the landscaping services to All Outdoor with the option to renew twice. Gary Hulion made a motion to approve the recommended vendors for internet, janitorial, and landscaping for FY24 with an option to renew the contracts per the contract terms. Taylor Ewing seconded the motion. The motion was unanimously approved.

Director MacKinney presented the FY24 closure Calendar. Taylor Ewing made a motion to approve the recommended FY24 closure calendar. Madison Gee seconded the motion. The motion unanimously approved.

Taylor Ewing reported that the nominating committee met to nominate a slate of Hall County Library Board officers for FY24-25. The committee made a motion to nominate Killian Edwards as Chair and Mollie Stowe as Vice Chair for FY24-25 with board members Taylor Ewing and Leslie Jarchow as possible alternates if either Edwards or Stowe were unwilling or unable to serve. Leslie Jarchow seconded the motion. The motion was unanimously approved.

Director MacKinney presented the Director's Report. The Spout Springs Library is struggling with their statistic numbers. Assistant Director Junius is working with the Spout Springs Library staff on programming. The Spout Springs Library will also be getting a new sign. Assistant Director Junius is

leading a mini lead program for several staff. The Library annual report focusing on the highlights of FY22 was distributed.

A parent station was installed, the carpet in the Gainesville Library entryway was replaced with LVT, the Gainesville Library's front parking lot was restriped, three pieces of art tapestries were bought, and PINES was upgraded.

Chairman Edwards announced the strategic planning retreat will be held April 15, 2023 at 9am, Gainesville Library. The next board meeting will be held May 23, 2023 at 6pm.

With no further business to discuss, Chairman Edwards entertained a motion to adjourn. Maryellen Cosgrove made the motion. Gary Hulion seconded the motion. The motion was passed unanimously. The meeting adjourned at 7:15pm.

Respectfully Submitted,

Killian Edwards
Secretary

KE/lh