

Hall County Library System
Board of Trustees
November 18, 2019 Minutes
Spout Springs Library – 6:00pm

Present:

Leslie Jarchow, Chair
Jamie Lovett, Vice-Chair
Maryellen Cosgrove
Killian Edwards
Taylor Ewing
Madison Gee
Cathryn Smith
Mollie Stowe
Amy White

Absent:

Gary Hulion
Kathy Cooper, Ex-Officio

Others Present:

Lisa MacKinney, Director
Lydia Hahne, Business Manager
Alyson Shields, Access North Georgia reporter

Chair Leslie Jarchow called the meeting to order at 6:05pm with a quorum.

Chair Jarchow entertained a motion for approval of the agenda. Killian Edwards made a motion to approve the agenda. Taylor Ewing seconded the motion. The motion was unanimously approved.

The Board reviewed the August 26, 2019 Board Minutes and the November 6, 2019 Executive Committee Meeting Minutes. Taylor Ewing made a motion to approve both Minutes. Maryellen Cosgrove seconded the motion. The motion was unanimously approved.

Lisa MacKinney reported the auditors have received all the required information for the FY2019 audit and the library should be receiving the final audit back soon. The auditors did have one recommendation about how the Library depreciates its book collection and requested permission to adopt a new depreciation formula. The auditors have been asked to attend the February board meeting to present the audit to the Board.

Lisa MacKinney reviewed the October 2019 financial report. She informed the Board that the hand dryers and faucets have been fixed at the Spout Springs Library and the AEDs have been installed at all library facilities. The Murrayville Library door bid has been awarded and the Murrayville Library roof is in the process of being bided out. Killian Edwards made a motion to approve the October 2019 financial report. Taylor Ewing seconded the motion. The motion was unanimously approved.

Lisa MacKinney reported that the State has begun withholding the State Materials Grant revenue cut from our monthly allotment. The legislature could return the money back to the libraries, but the State will not know anything about the return of money until later this fiscal year.

Lisa MacKinney introduced the Library's new Youth Services Director, Lisa Echols. The Board members introduced themselves.

Lisa MacKinney reviewed the Director's Report. She reported that Circulation has decreased because of the Gainesville Library renovation; however, digital circulation has increased. Computer use has decreased. Adult programming has a minimal decrease, the children's programming has increased and the young adult program has increased. She distributed a Letter to the Editor article about library programming. She highlighted various events in her report. Three UNG Work Study students have begun to work at the Library, the annual report was submitted to Georgia Public Library Service, North Georgia Reads was held at the Spout Springs Library, Staff Development Day was very productive, the PLA Conference is coming up and two staff people have been awarded \$500 scholarships for PLA, and a new employee assistance program, Kepro, went into effect October 1, 2019.

Lisa MacKinney reviewed the Friends of the Library Report. The Friends held a murder mystery dinner and the event raised approximately \$4,000. The Friend's Café lease was renewed for an additional year with a \$60 increase in rent, the maximum allowable under the original agreement.

Under old business, Lisa MacKinney informed the Board that Mollie Stowe accepted the Construction Committee Chair position. The Construction Committee approved the external panels for the outside and is narrowing down the furniture package. She reported the renovation is ahead of schedule at the moment but that the future schedule will depend on the weather.

Lisa MacKinney gave an update on the Capital Campaign. The Community Room has been sold.

Lisa MacKinney reported that East Hall Library SPLOST passed. She has submitted a grant application to Hall County for approval so the Library can apply for a matching state construction grant. She is working on a program plan for the facility.

Lisa MacKinney informed the Board that a board roster and committee list for FY20 could be found in their board packet.

Under new business, Lisa MacKinney presented a surplus list for board approval. Cathryn Smith made a motion to approve the surplus list. Taylor Ewing seconded the motion. The motion was unanimously approved.

Lisa MacKinney announced Library Legislative Day is scheduled for February 13, 2020. The next board meeting is scheduled for February 24, 2020.

Maryellen Cosgrove made a motion to adjourn. Killian Edwards seconded the motion. The motion was unanimously approved. Chair Jarchow adjourned the meeting at 6:40pm.

Respectfully Submitted,

Leslie Jarchow
Secretary

LJ/lh