

Hall County Library System  
Board of Trustees  
July 18, 2017 Minutes  
Gainesville Library – 5:00pm

**Present:**

Mark Pettitt, Chair  
Kathy Gailey  
Julie Walls  
Leslie Frierson  
Cathryn Smith  
Kathy Cooper, Ex-Officio  
Gary Hulion

**Absent:**

Amy White  
Raleigh Merchant  
Leslie Jarchow  
Andy Henderson

**Others Present:**

Lisa MacKinney, Director  
Heather Glenn, Administrative Assistant  
Kathy Evans, Spout Springs Branch Manager

Sam Evans, Facilities Manager  
Ronda Sanders, Library Staff

Chairman Mark Pettitt called the meeting to order at 5:07pm with a quorum.

The minutes of the May 16, 2017 library meeting were reviewed. Kathy Gailey made a motion to approve the minutes with one amendment. Julie Walls seconded the motion. The motion was unanimously approved.

Lisa MacKinney reviewed the June 2017 financial report. Leslie Frierson made a motion to approve the financial report as presented. Kathy Gailey seconded the motion. It was unanimously approved.

Lisa MacKinney requested authorization to reallocate \$4,563 from the FY2017 supply budget to the FY2017 equipment budget and general fees budget. Julie Walls made a motion to approve the reallocations. Leslie Frierson seconded the motion. The motion was unanimously approved.

Lisa MacKinney presented to the board the budget for Fiscal Year 2018 with new operating hours: Monday & Thursday 10-8; Tuesday & Thursday 10-6; Friday 10-5; Saturday 10-5 at Spout Springs, Gainesville and Blackshear Place. Leslie Frierson made a motion to accept the budget as it was presented with the new hours of operations and to allocate the state system services grant for cleaning. Kathy Gailey seconded the motion. The motion was unanimously approved. Lisa MacKinney recommended implementing the new operating hours in September.

Lisa MacKinney reviewed the circulation and statistical reports through June 2017 and the Director's and Branch activity reports.

Lisa MacKinney reported the activities of the Friends of the Library. The Friends' will host a Minecraft fundraiser on July 28, 2017. The Friends' annual book sale would be the weekend of September 16-17 2017. She also stated the Friends' hold a fundraiser on October 20, 2017 focusing on ghost stories.

Lisa MacKinney informed the Board that the library received a grant from ZF Industries to host a STEAM Camp. She also stated the library received state MMR grant funds to fix the HVAC systems at the Blackshear Place and Gainesville libraries.

Lisa MacKinney requested authorization for the Chairman to sign a document applying to Georgia Public Library Service for state aid and to give her as Library Director Signature Authority for FY2018 to enter into contracts on behalf of the Library Board. Julie Walls made the motion. Kathy Gailey seconded the motion. The motion was unanimously approved.

The board entered closed session to discuss future acquisition and disposal of real estate. No vote was taken or business conducted.

Lisa MacKinney recommended the Board accept changes to the Library's Meeting Room Policy. Cathryn Smith made a motion to accept the recommended changes to the policy. Leslie Frierson seconded the motion. The motion passed with 4 in favor; Kathy Gailey abstained.

Lisa MacKinney requested permission from the board to accept a new Study Room Policy. Cathryn Smith made a motion to accept the new policy. Julie Walls seconded the motion. The motion passed with 4 in favor; Kathy Gailey abstained.

Lisa MacKinney presented a list of surplus equipment to be removed from inventory. Leslie Jarchow made a motion to approve the list of surplus equipment. Cathryn Smith seconded the motion. The motion was unanimously approved.

Chairman Mark Pettitt announced the next scheduled board meeting will be held on October 17, 2017 at 5pm, Gainesville Headquarters Library.

With no further business to discuss Chairman Mark Pettitt adjourned the meeting at 6:05pm.

Respectfully Submitted,

Mark Pettitt, Library Board Chairman

MP/hg