

Hall County Library System  
Board of Trustees  
October 17, 2017 Minutes  
Gainesville Library – 5:00pm

**Present:**

Mark Pettitt, Chair  
Kathy Gailey  
Julie Walls  
Leslie Jarchow  
Cathryn Smith  
Kathy Cooper, Ex-Officio  
Gary Hulion  
Andy Henderson  
Amy White

**Absent:**

Leslie Frierson  
Raleigh Merchant

**Others Present:**

Lisa MacKinney, Director	Adrienne Junius, Director of Youth Services
Heather Glenn, Administrative Assistant	Ronda Sanders, Library Staff

Chairman Mark Pettitt called the meeting to order at 5:00pm with a quorum.

Two citizens spoke during the Citizen Comment Period about meeting room use and its policy.

The minutes of the July 18, 2017 library meeting were reviewed. Kathy Gailey made a motion to approve the minutes. Andy Henderson seconded the motion. The motion was unanimously approved.

Lisa MacKinney reviewed the September 2017 financial report. Leslie Jarchow made a motion to approve the financial report as presented. Andy Henderson seconded the motion. It was unanimously approved.

Lisa MacKinney reported the annual audit was held the first week of September and seemed to go smoothly.

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

Lisa MacKinney reported the activities of the Friends of the Library. The Friends' held a Minecraft fundraiser on July 28, 2017. The Friends' annual book sale was held the weekend of September 16-17 2017 and raised over \$5,000.00. She also stated the Friends' will hold a fundraiser on October 20, 2017 focusing on ghost stories.

Chair, Mark Pettitt finalized Board Committees for the year.

- Building Committee- Gary Hulion, Mark Pettitt, Sam Evans, Lisa MacKinney
- Personnel Committee- Leslie Jarchow, Cathryn Smith, Amy White
- Executive Committee- Andy Henderson, Julie Walls, Mark Pettitt, Leslie Frierson

Lisa MacKinney presented the Board the results of the architect RFP for the renovation of the Gainesville Branch. She stated there were three firms interviewed for the project and that Hall County purchasing ran the process and did all formula calculations for the final recommendation. She informed the board the firms were shortlisted based on their original written proposals but the cost was not included. Interviews and costs were figured into the final calculation. Andy Henderson made a motion to recommend the firm ranked the highest through the county's RFP process. Cathryn Smith seconded the motion. The motion was approved with six votes. Leslie Jarchow abstained.

Lisa MacKinney recommended the Board accept changes to the Library's Weather Policy. Leslie Jarchow made a motion to accept the recommended changes to the policy with the added language. Kathy Gailey seconded the motion. The motion was unanimously approved.

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. Kathy Gailey seconded the motion. The motion was unanimously approved.

Lisa MacKinney presented to the Board two logo designs for the Library System. She stated the concept behind the design is to reflect the colors of the county logo yet maintain some autonomy. Julie Walls made a motion to accept the new logo with the general shape and color scheme. Leslie Jarchow seconded the motion. The motion was unanimously approved.

Cathryn Smith informed the Board of the need for library services in the East Hall part of the County. She stated something must be done about the situation. She informed the Board Lula has nothing. East Hall is a part of the county too. Kathy Cooper stated she will speak with the county about the issue.

Chairman Mark Pettitt announced the next scheduled board meeting will be held on February 20, 2018 at 5pm, Gainesville Library.

With no further business to discuss Chairman Mark Pettitt adjourned the meeting at 6:14pm.

Respectfully Submitted,

Mark Pettitt, Library Board Chairman

MP/hg