

Madison County Library Board of Trustees, Minutes

Thursday, January 11, 2024

Board Members Present: Amelia Ross, Chair; Teri Drake-Floyd, Secretary; Peggy Terrell, Vice-Chair; Sara Bird; Ann Davis; Heather Hanley; Trista Gunnells, Katie Morris, Treasurer.

Library Staff Present: Toby Mayfield; Aleta Mendenhall-Turner, Valerie Bell. Absent: Lorrie Lavengood

Call to order at 4:35 p.m. by Amelia.

Motion to approve October 12, 2023 minutes by Sara, seconded by Heather.

January 11 meeting agenda presented by Amelia. Motion to amend January 11 agenda by Katie, seconded by Peggy.

Announcements: none.

Amelia presented the **Chair Report**. The chair expressed there was nothing to report other than a few notes on recent conversations regarding the Ruth Webb Trust (of which minutes from the recently called special meeting were distributed to board members). Amelia shared an article about Recruiting for Board Diversity.

Aleta presented the **Branch Manager's Report**. Highlights include library card issuing up by 8%; computer usage up by 31%; and checkouts up by 4%. On October 3, in partnership with the Madison County Chamber of Commerce, and Madison County High School, the library hosted four students for the Fall Job Shadowing Experience. There were several outreach and holiday events from October-December, including a Halloween in the Park event which was attended by over 400 people. The library had two job skills classes for special education students at Madison County High School. In November, Hannah Wolff watched a webinar from Reading is Fundamental called, "Expanding Definitions of Families and Literacies." In December, Senator Frank Ginn stopped by for a visit.

Val presented her report. Val advised that they have been working with ADP, the payroll company, to help keep on top of IRS issues. Business manager Lorrie Lavengood and Assistant Director Sue Plaskin both have worked with ADP to streamline payroll and prevent issues going forward. Val thanked Collections Manager Lindsay Josey and her team for bringing ARLS online with Hoopla, the streaming service, which was rolled out on November 20. Val advised that the ARLS Heritage Room was recently honored with the Excellence in Archival Program Development by a Local History Repository or Local Government award.

The **Budget Report** was presented, which the board reviewed.

The **Building and Grounds Report** was given by Ann. Ann advised there was not much to report, but that the garden needed some work, with river oaks needing to be cut and general tidying up needed. In another month or so she would reach out for volunteers, she advised. Ann also said that the county would need to be contacted to take care of leaks, as the library has had several, though they have done a good job in fixing them thus far.

Friends of the Library Report: Report was given by Ann. The FOL General Meeting would be January 21, with a panel of experts offering resources with an emphasis on health and wellness, including free blood pressure screenings, financial insights, job interview tips and more. The program title is, "New Year, New You." Ann advised that the FOL Spring Book sale would be open to the public on March 8-16, with a Friend's preview on March 7th. The FOL committee recently worked on a 2024 budget, which will be ready for approval at the general meeting. The FOL executive board is set to meet on January 16.

Finance: Katie advised that the CD currently stands at \$22,307.27. It currently has a 2.08% earning rate.

Miscellaneous Business: Heather advised that the Madison County superintendent had reviewed the possibility of Play Cards; however, he did not like the idea of parents having to "opt out", therefore declined. If BOT wants Play Card to go forward, will need to talk to Board of Education representatives.

Amelia, Victor and Daniel advised that the Ruth Webb Trust documents had been signed, but funds have not yet been transferred. Discussion was had about how to deposit funds and what type of account to use; Val advised that the board should ask the Georgia Public Library System for guidance on the type of account and how to spend funds. The board discussed writing a policy for spending in future.

The board voted on candidate Zach Mitcham to fill the vacant board seat. Motion to send applicant Zach Mitcham to the Board of Commissioners to be voted in by Sara, seconded by Peggy. All were in favor; motion passed.

After confirming the next Board of Trustees Meeting for April 11, 2024, a **Motion to Adjourn** was submitted by Amelia at 5:29 p.m. and seconded by Teri. Motion passed; meeting dismissed.

Respectfully submitted by Teri Drake-Floyd, Secretary