

MINUTES
AZALEA REGIONAL LIBRARY SYSTEM BOARD OF TRUSTEES

April 21, 2022

The Azalea Regional Library System Board of Trustees met at the Morgan County Library on April 21, 2022, at 1:00 pm.

The following individuals were present:

Trustees:

Eatonton-Putnam County Library: Lynn Hobbs, Stanley Lines, Mike Mize

Greene County Library: Patt LaBarre, Cornelia Lowery, Anita McCoy, Deborah Moore, Mary Lou Noonan, Emma O'Neal, Carroll Slusher, Peggy Uehlin

Jasper County Library: J. Ross Hayes, John Stork

Monroe-Walton County Library: Peggy Leicht

Morgan County Library: Hiram Johnston, Melissa Sikorski, Linda Thoman, John Wade

O'Kelly Memorial Library: Ruth Colquitt, Charlotte George, Lisa Luttrell, Terry Raiford, Dana Russell, Paul Smith,

Sparta-Hancock County Library: Jane Braxley, Mary Lacksen, Rhunette Lewis, Belinda Peebles

W. H. Stanton Memorial Library: Ashley Johnson, Penny Keener, Joan McMillan, Gina Morton, Nancy Posner

Walnut Grove Library: Don Cannon, Erica Miles

Library Staff: Stacy L. Brown, Allison Clark, Nancy Condon, Aria Higginbottom, Holly Jarrell, Ashley Pearson

Others: n/a

Excused absences:

Eatonton-Putnam County Library: Gail Farmer, Patricia Hurt

Greene County Library: Joann McDade

Jasper County Library: Amy Wade, Margaret Watson

Monroe-Walton County Library: Joe Boyd, Marc Hammes, Ansley Holder, Lynn Laird, Hope Reese, Lynn Warren, Laura Webster

Morgan County Library: Madalyn Atkinson, Eula Colbert

O'Kelly Memorial Library: Nancy Curry, Janice Tribble

Sparta-Hancock County Library: Rick Joslyn, Angela Lawson

W. H. Stanton Memorial Library: Jessica Hutcheson

Walnut Grove Library: Tim Baker, June Pringle, Brad Stewart, Sarah Tuchscherer, Lisa Whitehead

A quorum of libraries was present. The meeting was called to order at 1:04 pm by S. Brown.

Motion 1: January 13, 2022, Minutes Approved

A motion was made by D. Cannon to accept the minutes of the January 13, 2022, meeting. The motion was seconded by A. McCoy and passed with a unanimous vote.

S. Brown presented the financial reports for the third quarter of Fiscal Year 2022 and answered Trustees questions.

Motion 2: Financial reports for 3rd Quarter FY 2022 Approved

A motion to approve the financial reports for the third quarter of FY 2022 was made by M. L. Noonan. The motion was seconded by L. Thoman and passed with a unanimous vote.

S. Brown presented her Executive Director's Report to the Trustees. The state has approved sixty cents per capita for library materials for FY 2023. The state has granted a cost of living increase for state-reimbursed positions and S. Brown is working with funding agencies to provide similar increases for member library staff. Library Day at the Georgia State Capitol was an in person event this year and

extremely successful. Many connections with local legislators were made. The Azalea Regional Library System was honored with a gubernatorial commendation and recognition for their Public Library of the Year award. Georgia Libraries received additional money for technology for FY 2022 and S. Brown expressed her thanks to the state legislature for their continued support. S. Brown answered questions from Trustees about supply chain issues with several grants.

There was no Old Business.

Under New Business, S. Brown presented a budget amendment to the FY 2022 state funds budget to allow for increased grant revenue the library system received from the state.

Motion 3: Budget Amendment Approved

A motion to approve the amended budget for FY 2022 state funds was made by D. Cannon. The motion was seconded by C. Lowery and passed with a unanimous vote.

Annual documents required by the state empowering the Executive Director to sign contracts on behalf of the library system and approving the director's salary were presented to the Board for discussion and approval.

Motion 4: Signature Authority Approved

A motion to renew S. Brown's signature authority for FY 2023 was made by L. Thoman. The motion was seconded by D. Cannon and passed with a unanimous vote.

Motion 5: Executive Director's Salary Approved

A motion to approve the Executive Director's salary for FY 2023 was made by M. L. Noonan. The motion was seconded by D. Cannon and passed with a unanimous vote.

The preliminary budgets for FY 2023 were presented to the Board. The state funds budget increased slightly due to population growth in two counties. S. Brown and A. Clark answered questions from Trustees. S. Brown has asked for increased funding from most of the system's cities and counties and is encouraged that many of the increases will be granted, based on discussions with funding agencies.

Motion 6: Preliminary FY 2023 Budgets Approved

A motion to approve the preliminary FY 2023 budgets for the Regional Office and each Member Library was made by D. Cannon. The motion was seconded by L. Thoman and passed with a unanimous vote.

Trustees discussed continuing to use the Clark Outsource Group for business services in FY 2023.

Motion 7: Engagement of Clark Outsource Group Approved

A motion to engage Clark Outsource Group for business services in FY 2023 was made by A. McCoy. The motion was seconded by M. L. Noonan and passed with a unanimous vote.

S. Brown and Trustees discussed repair and maintenance needs for the Regional Headquarters Office building, including carpet replacement and repainting. Expanding the Regional Headquarters Office to create a large meeting room that would accommodate Trustee meetings and staff trainings, as well as more storage space, was also discussed.

Motion 8: Feasibility Study for Regional Office Addition Approved

A motion to develop a feasibility study with design plans and cost estimates for an addition to the Regional Headquarters Office was made by D. Cannon. The motion was amended by D. Russell to place a cap of \$5,000 on the cost of the study, with half of the cost to be covered by the state. The motion as amended was seconded by G. Morton and passed with a vote of 39 in favor, 1 opposed, and 1 abstention.

Trustees discussed lifting the mask mandate for staff. S. Brown was in favor of lifting the mask mandate as long as staff that wanted to continue to wear masks would be allowed to do so.

Motion 9: Mask Mandate for Staff Suspended

A motion to suspend the mask mandate for staff, with the understanding that staff can continue to wear a mask or face covering if they so choose, was made by R. Hayes. The motion was seconded by L. Luttrell and passed with a unanimous vote.

There were no Public Comments.

Motion 10: Meeting Adjourned

A motion to adjourn the meeting at 1:48 pm was made by J. Wade. The motion was seconded by C. Lowery and passed with a unanimous vote.

The next Regional Board meeting will be Thursday, August 11, 2022, at 1:00 pm.

Minutes were prepared and submitted by Nancy Condon.