

**Hall County Library System
Board of Trustees Tuesday August 23 2022 Meeting
Gainesville Library – 6:00 pm**

Present:

**Killian Edwards – Chair
Mollie Stowe – Vice Chair
Rebecca Hamby
Jamie Lovett
Leslie Jarchow
Dr. John Delzell
Madison Gee**

Absent:

**Taylor Ewing
Maryellen Cosgrove
Gary Hulion
Kathy Cooper, ex-officio**

Others Present:

**Lisa MacKinney, director
Adrienne Junius, assistant director
Emily Braselton, administrative assistant**

Chair Edwards called the meeting to order with a quorum at 6:01 pm.

Chair Edwards entertained a motion to approve the agenda for the August 23, 2022 library board meeting. Leslie Jarchow made the motion. Dr. John Delzell seconded the motion. The motion was unanimously approved.

Moving to the approval of minutes, Chair Edwards entertained a motion to approve the minutes for the May 17, 2022 board meeting and the August 10, 2022 construction committee meeting. Leslie Jarchow made the motion. Mollie Stowe seconded the motion. The motion was unanimously approved.

Director MacKinney gave the board the Financial Report. She stated that the library ended the fiscal year in a very strong position. The library has an excellent book budget for this year.

Director MacKinney then moved to adjustments to the budget of FY22. She recommended a decrease in the telecommunications budget, and an increase in the Advertising, Printing, General Fees, and Other Expenses budgets. Chair Edwards entertained a motion to approve the recommended budget adjustments for FY22. Dr. John Delzell made the motion. Leslie Jarchow seconded the motion. The motion was unanimously approved.

Director MacKinney informed the board of needed budget adjustments for FY23. She stated that the library would need to reallocate money from the fund balance to align with the recommended amount of unassigned fund balance. Director MacKinney recommended allocations for vehicle replacement, updating technology and equipment in library meeting rooms to make them consistent across all branches, strategic planning, employee screenings, staff training, and the Blackshear Place branch renovation. She also recommended an increase in staff salaries, similar to the increase given to employees of Hall County in early 2022. Dr. John Delzell informed Director MacKinney that there was a grammatical error on page 13 of the board packet, which read “For FY23, two months weeks of operating funds.” This should read as “For FY23, two months of operating funds.” Director MacKinney

thanked Dr. Delzell and noted the error. After discussion amongst the board, Chair Edwards entertained a motion to approve the recommended budget adjustments for FY23, including an adjustment to the fund balance for a five percent raise and included benefits for library staff for FY23, and to assign fund balance to cover these costs for FY24. Dr. John Delzell made the motion. Leslie Jarchow seconded the motion. The motion was unanimously approved.

Chair Edwards then asked for the Friends of the Library Report. Director MacKinney said that Diletto Bakery at the Spout Springs library was doing very well. They have been busy, and have participated in library programs that were very successful. Director MacKinney thanked Jamie Lovett for serving on the Friends of the Library café committee. The Friends will host a spring book sale in late April, and will bring back the Dark and Stormy Night event this fall.

With no old business to discuss, Chair Edwards moved to new business. Director MacKinney stated that meeting room chairs from the Murrayville library were on the surplus list. Chair Edwards entertained a motion to approve the removal of the recommended items from the library inventory. Jamie Lovett made the motion. Madison Gee seconded the motion. The motion was unanimously approved.

Moving on to policies, Director MacKinney recommended a new policy on local authors. She said that the library would like to support local authors, and had researched other library systems' local author policies. Dr. John Delzell asked if there would be a specific location for the work of local authors. Director MacKinney answered that there would be a designated shelf space for them. Rebecca Hamby asked if, under the new policy, donated submissions would be reviewed, and if approved, would be added to the collection. Director MacKinney confirmed that was correct. Chair Edwards then entertained a motion to approve the new local author policy. Madison Gee made the motion. Jamie Lovett seconded the motion. The motion was unanimously approved.

Director MacKinney then gave updates on current policies and recommended changes. She stated that changes to the Staff Development policy would prorate education accrual and continuing education credits. She asked the board to consider allowing part-time employees to receive three six-hour days of paid holiday leave in November and December, as well as a floating holiday date of their choice. She then informed the board that she had contacted the county about the Solicitation, Sales, and Campaigning policy to see if clarification was needed. The county attorney recommended that the policy state that only library signage be allowed on the property. Dr. John Delzell asked about state laws for polling places, such as at the Murrayville library. Director MacKinney stated that the laws on polling facilities would be enforced during elections over library policies. Chair Edwards entertained a motion to approve the recommended policy changes to the Staff Development, Holiday Schedule, and Solicitation and Campaigning policies. Dr. John Delzell made the motion. Jamie Lovett seconded the motion. The motion was unanimously approved.

Chair Edwards then asked for the Director's Report. Director MacKinney said that while the library is doing very well, there are still some patrons who were unaware that the library is back to doing in person programs and normal operating hours, so it was not a completely normal year, but expected next year to look more typical. E-books have done very well, with Hoopla and Overdrive providing a balanced variety of items. The Blackshear Place branch has been weeding their collection to prepare for their renovation. Passports have stayed steady. The sidewalk ramp at the Gainesville library has been completed, and the nearby parking deck is open. The East Hall branch grant application has been revised and turned in to the state. A designer is working on CAD drawings for the renovation at the Blackshear

Place branch. The North Hall branch has new virtual reality programming. The library is considering moving to Google Suite. The library recently received a grant for Laundry Cares. Summer Reading Program was successful this year. More adults participated, and more patrons finished the program.

In announcements and other business, Chair Edwards thanked board members for serving on various committees in FY23. She stated that the next board meeting was scheduled for November 29 at 6:00 pm. Dr. John Delzell asked if the meeting would be held at the Gainesville branch. Director MacKinney said that the board could schedule it at another branch.

With no further business to discuss, Chair Edwards entertained a motion to adjourn. Leslie Jarchow made the motion. Dr. John Delzell seconded the motion. The motion was unanimously approved.

The meeting was adjourned at 6:59 pm.

Respectfully submitted,

KE/eb