

**Draft Minutes**  
**MOUNTAIN REGIONAL LIBRARY SYSTEM**  
**BOARD OF TRUSTEES MEETING**  
**Mountain Regional Library, Young Harris, Georgia**  
**Wednesday, June 8, 2016, 1:00 p.m.**

**I. Call to Order and Welcome – Ron Bolin, Chair**

Ron Bolin, Chair called the meeting to order and welcomed everyone. Members present were Ron Bolin, Ernie Seckinger, Joan Crothers, Gordon Riddoch, Karen Harper, Paula Whitehead, Peggy Deyton, Peggy Callaway, Nick Wimberly and Susan Sinram. Staff present was Vince Stone, Susie Brendle, Dyana Costello-Banks, Sandi Vaughn, Debbie Phillips (by phone) and Clare Barton (by phone).

**II. Minutes**

The minutes had been sent to the membership by email prior to the meeting. Peggy Deyton moved to suspend the reading and to approve the minutes and Karen Harper seconded the motion. The motion was approved.

**III. 3<sup>rd</sup> Quarter Financial Report – Vince Stone, Director**

Copies of the financial report were distributed and discussed by Mr. Stone.

Susan Sinram moved to approve the report and Peggy Deyton seconded the motion. The motion carried.

**IV. Branch Library and Headquarters Reports**

**A. Towns County Public Library**

Ms. Phillips reported that their circulation was 5000. She reported that the Square usage has steadily increased, Ms. Phillips, Lynn and Dyana were able with printing W2's. Career Coach was there to assist in January and March. They continue to have many enjoy the porch, with each month different groups gathering there. They had their first needle arts class held on the porch as well. Dyana has held different classes such as a class on how to utilize Pinterest and also Facebook. Debbie's participation in "Read Across America" was fun for her, dressing as Amelia Bedelia and reading to lots of elementary school kids from 5:30 to 7 p.m. Art Works Reception was held for the students who participated in the contest. Their Art was on display for the month of March. Winners received ribbons for their beautiful art work, art supplies and lots of tasty goodies.

**B. Fannin County Public Library**

Ms. Barton reported total circulation for the third quarter was 16,805. This did not include in-house use of people magazines and newspapers. Total attendance was 11,325. The branch was open 68 days for 531 hours. The ending balance for the checking account was \$6,163.80. Ms. Barton was happy to have the old copiers and fax machine replaced with the help of Curtis and the grant money Vince procured. Last quarter we continued the book club, started a board game

club and for the third year the seed exchange is going strong. She and the local trustees worked hard to get the library on the upcoming SPLOST. This quarter, however she found out the county commissioners will not be supporting the library to be on the upcoming SPLOST. Also, they had their summer reading kick off with a total of 85 kids that included crafts to go along with the stories. She was able to give Christa Edmonds additional hours to help during summer reading to save on the expense of hiring and training someone new.

### **C. Union County Public Library**

Total Circulation for 3<sup>rd</sup> Quarter FY16 was 43,052. Total attendance was 33,245. 3616 patrons used Internet computers. 2242 patrons used our wireless access. We issued 161 new cards and added 661 new items.

Summer Reading Program preparations have been consuming most of our time. Kick off day was Monday, June 6<sup>th</sup> at 11 AM. We had 120 children and adults attend. Georgia Storyteller Barry Stewart Mann was excellent. We signed up 98 children already.

Lego Club was a huge success this year. 175 children and their parents attended. It will start again the last Wednesday in August at 3:45 PM.

They started a needle crafts group in April. It is called the Third Thursday Threads and meets at 2 PM.

Mountain Friends Book Club continues to meet the 2<sup>nd</sup> Wednesday of each month at 1 PM. This month's book was Ninie Hammon's The Memory Closet.

Friends of Union County Library (FOUCL) will be hosting the Hospitality Tent at the Scottish Festival on Sunday, June 12<sup>th</sup>. They also have a new fundraiser where each month people vote on their choice of two different topics such as cats or dogs by putting money into the side of the clear box that represents their preference. Their bake sale on May 6<sup>th</sup> was a great success and will be doing another one around Thanksgiving or Christmas.

Ms. Brendle thanked Ed Reed, for his tireless service as local board chairman and regional secretary over the last two terms. He was a strong presence on Union County Public Library's building committee and a great support to the library system and his community.

### **D. Mountain Regional Public Library**

Sandi Vaughn reported to the board about a new fundraiser, Money Tree that was erected on the wall. The purchase ranges from \$ 20.00 for the "sunshine" to butterflies and birds being \$1.00, makes an attractive decoration on the wall just inside the main entrance. She also gave an update on the current status of the Summer Reading program.

#### **E. Director's Update & Summary**

Director, Vince Stone first wanted to thank board member, Susan Sinram for all her work as a dedicated trustee. He went on to report of the progress on the renovation. After demolition began just before groundbreaking the new work areas were framed in, wiring for electricity and data were pulled and trenches were cut in the concrete to allow for much needed additional power outlets to be installed. Leaking windows will now be repaired instead of replaced which will save the project a potential cost of over \$18,000.00. New insulation was sprayed on all the roof ceilings, a meeting was held to discuss hardware and door choices. Finally, they have met with the EMC to make plans for video surveillance cameras to be installed. A full schedule of construction was provided and current projections are for all construction to be completed the last week of September.

All materials and equipment have been ordered for the Mtn. Regional Puppet Company and paid for through two funding sources, the state provided \$1,500.00 and Union County FOL gave \$1,000.00. They have also received several puppet donations. The puppet team is made up of Vince Stone, Marlene Cannon, Casey Hunley and Maria Thomas. The debut show is June 16<sup>th</sup> at the Towns County Public Library in Hiawassee.

Mr. Stone also reported on Branch Managers evaluations and conferred with the board on those. The Collection Development Policy was discussed and voted on, see below part VI. Item B. Website data has looked good, statistics show a 26% increase in visitors and regulars users. They are continuing improvements to the site on a regular basis.

Finally, the ground breaking ceremony for the Mountain Regional Library renovation was well attended with over 50 people in all. This included local dignitaries like Representative Allison, Senator Wilkinson and Commissioner Kendall. They also invited former MRLS Director, Donna Howell to speak about the history of the library and for the funding of the project.

#### **V. Old Business**

There was no old business to conduct.

#### **VI. New Business**

##### **A. Fixed Asset Policy recommendation**

Mr. Stone asked to table this recommendation.

##### **B. Collection Development Policy recommendation**

After discussion, Nick Wimberly motioned to approve, Karen Harper seconded the motion. The motion carried.

##### **C. Closed Days recommendation**

Mr. Stone reported on purposed schedule for closed dates & holidays for the fiscal year 2017:  
7/4/16 Independence Day

9/2-5/2016 Pines Update, Staff Development & Labor Day  
11/11/2016 Veteran's Day  
11/23-27/2016 Thanksgiving  
12/22/2016 Staff Development  
12/23-26-2016 Christmas  
1/2/2017 New Year's Day  
1/13-15/2017 Staff Development & Pines Update  
1/16/2017 MLK Day  
4/16-17/2017 Easter  
5/29/2017 Memorial Day

Motion to approve purposed schedule to be closed made by Joan Crothers, Gordon Riddoch seconded the motion. The motion carried.

Motion to go into executive session made by Susan Sinram, and seconded by Peggy Deyton. During the executive session, Branch Manager evaluations were discussed.

**D. Branch Manager Evaluations**

All branch manager evaluations have been completed and documents have been signed and placed in the appropriate files. This was the first time MRLS has performed official employee evaluations.

Motion to come out of executive session was made by Nick Wimberly, seconded by Karen Harper. The motion carried.

**E. 2016-17 Budget**

After looking over with the board, Nick Wimberly motioned to approve, Peggy Deyton seconded the motion. The motion carried.

**VII. Public Comments**

None

**VIII. Adjournment**

Motion to adjourn, made by Nick Wimberly and seconded by Joan Crothers. The motion carried.

Paula Whitehead served as secretary pro-temp