

CHICKAMAUGA PUBLIC LIBRARY

BOARD OF TRUSTEES

April 15, 2015 – 4:00 p.m.

Minutes

Attendees at the meeting of the Chickamauga Public Library Board: Connie Capehart, Joyce Harrison, Janet Landers, Irene Staub, Shannon Whitfield, Renee Roeder and Lecia Eubanks. Jack Beckman and Sandra Brock were unable to attend.

Chair Shannon Whitfield called the meeting to order at 4:10 p.m.

Ms. Eubanks asked to adjust the agenda by removing “Report on Regional Board Action Items.” Gay Gruetzemacher made a motion to accept the Agenda with the one deletion. Irene Staub seconded the motion and all were in favor.

Joyce Harrison made a motion to accept the minutes of the January 21, 2015, meeting. Gay Gruetzemacher seconded the motion and it passed unanimously.

Report of the Library Manager - See Renee Roeder’s attached report. Ms. Roeder asked for board approval to use available City of Chickamauga SPLOST funds to purchase five staff computers, two people counters and accompanying server all for an estimated amount of \$5,200. Joyce Harrison made a motion to approve these purchases. Irene Staub offered a second and all were in favor.

Report of the Friends of the Library – (See attached report) Gay Gruetzemacher, library board liaison to the Friends brought before the board for approval the following purchases: \$500 for Summer Reading Program, \$300 for Demonstration Garden, \$5,000 from Jewell Account for purchasing books for this quarter and \$1,400 (approximate) for an AED Defibrillator. Joyce Harrison made a motion to approve these purchases. Janet Landers offered a second and the motion carried with no opposition. Ms. Gruetzemacher also presented the following programs for approval: Mexican Dominos (to be held on a regular basis) and a Tour of Homes during the Christmas holiday. Joyce Harrison made a motion to accept these programs. Janet Landers offered a second and all were in favor. Chair Whitfield asked Ms. Gruetzemacher to let the Friends group know they are doing a fabulous job and that he heard many positive comments about the Mexican Dominos night and would love to see the Friends host this with some regularity. Ms. Gruetzemacher encouraged all of the board to attend the Friends next meeting on May 21st.

Review Items:

Financial Report – (attached) 3rd Quarter FY 15 Budget (as of March 31, 2015) – Mrs. Eubanks distributed and reviewed the financial report for the 3rd quarter of the year. She reviewed the revenues and expenses. Ms. Eubanks reminded the group that the SUPPLIES line item also encompasses children, teen and Summer Reading Program supplies. At the end of the discussion, Irene Staub made a motion to accept the financial report. Joyce Harrison offered a second and all were in favor.

Statistics Report – (attached) Ms. Eubanks handed out the 3rd Quarter Statistics report. She encouraged the group to take a look at the county wide statistics in case they are ever in a position to talk about county wide usage to our county commissioner.

Directors Report – Ms. Eubanks wanted to reiterate the importance of the training opportunities for board members coming up. Advocacy training on May 7th and the New Trustee/Refresher Training on June 9th. Chair Whitfield encourage everyone to visit the link provided in the Directors Report and to register for this training.

Janet Landers shared her comments on the new “Library Trustee Appointment Application” included in the Directors Report. She asked that any information turned in by trustees on this application be kept confidential. Ms. Eubanks agreed and stated that it was not meant for public consumption but to act as a tool for diversifying the skill set of our library boards. Joyce Harrison suggested adding a place on the application where an applicant could include a description of their “skill set” or “hobbies”.

Review Items

Review Board Appointments and Consider New Appointments: The following board members agreed to be reappointed to the Chickamauga Library Board for another term to begin July 1, 2015 through June 30, 2018: Joyce Harrison, Janet Landers and Irene Staub. Chair Whitfield told the group he had three prospective candidates for the vacant board position and would make a few phone calls in the coming week. He will be ready with a name to present to the Chickamauga City Council at their May meeting. Ms. Eubanks stated she would like to have someone appointed in time for the new trustee training on June 9th.

Shannon Whitfield’s appointment from this board to the LaFayette-Walker County Library Board is up for re-appointment. Gay Gruetzemacher made a motion to re-appoint Mr. Whitfield to the county board for another term. Irene Staub offered the second and all were in favor.

Mr. Whitfield informed the group he had been approached by the Regional Board’s nominating committee that he was being presented as incoming Chair of that board on the slate of officers coming before that board at their April meeting. He went on further to state that if elected he felt he could not give the attention needed to the Chair position and duties of the Chickamauga

Library. He appointed Janet Landers and Irene Staub to a Nominating Committee to seek a new chair for this board to be presented at the beginning of the July meeting. Both agreed to serve in this capacity.

Amendment to the Friends of the Library By-Laws: Gay Gruetzemacher, board liaison to the Friends group submitted several amendments to the Friends by-laws for the library board to approve. **(See attached proposed amendments)** After some discussion and clarification made to revisions Joyce Harrison made a motion to accept the proposed changes to the By-Laws. Connie Capehart seconded the motion and all were in favor. The amendments will now be sent back to the membership at least 30 days prior to any meeting and must be passed by a two-thirds vote.

Old Business

Surplus Items for Sale: Manager, Renee Roeder shared with the group several items of furniture inventory that the Regional Library will be placing on govdeals.com to be auctioned off to the highest bidder. The proceeds of the auction items will be put into the Chickamauga Public Library budget.

With there being no further business to discuss the meeting adjourned at 6:10pm.

Submitted by Lecia Eubanks