

DADE COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES

January 22, 2015 – 4:00 p.m.

Minutes

Attendees from the Dade County Public Library Board: Ginnie Sams, Patti Nethery, William Back and Reece Fauscett. Other attendees: Director, Lecia Eubanks and Library Manager, Marshana Sharp. Those unable to attend were Dottie Abercrombie and Eddie Pittman. Chair, Patti Nethery called the meeting to order at 4:10. Ginnie Sams made a motion to accept the agenda. It was seconded by Reece Fauscett. All were in favor.

William Back offered a motion to accept the minutes from the October 23, 2014, meeting as submitted. This motion was seconded by Ginnie Sams and it carried unanimously.

Report of the Library Manager – See attached report.

Report of the Friends of the Library – Ginnie Sams reported on the following activities the Friends have been involved in since our last meeting.

- Silent Auction brought in around \$450 (not including the sale of historical ornaments)
- Letter campaign will begin after the City and County make their funding decisions for this year
- A field trip to Iron Works is being planned for February 14th
- Library Manager, Marshana Sharp will be asking for support for her 2015 Summer Reading Program

Report on Regional Board Actions – Patti Nethery reported on the following action items from the Regional Board's January 20, 2015, meeting:

- Approved the minutes from the October 20th Board Meeting with one correction.
- Approved the 2nd Qtr. FY 15 budgets
- Chair Tom Harrison appointed a Regional Board Officer nominating committee: Helen Oliver, Ginnie Sams and Ann Russell
- Approved to hold the four local advisory board meetings prior to the Regional Board meetings beginning April 2015
- Approved the "Use of Community Spaces" policy

Review Items

Financial Report – 2nd Qtr. FY 15 Budget (as of December 31, 2014) – Mrs. Eubanks distributed and reviewed the financial report for the 2nd quarter. She asked the board to note the addition of a budget sheet for the Restricted monies that come in and are listed on the Balance Sheet as “Assigned Fund Balance – Restricted”. These are amounts that individuals donate to the library or for grants the library receives. Ms. Eubanks reminded the board that the budget they are accepting was approved last quarter with \$12,036 being used from fund equity if the city or county do not increase their appropriation. Ms. Nethery hopes to hear very soon if the city of Trenton will be able to increase their appropriation in their FY15 budget. Reece Fauscett offered a motion to accept the 2nd Quarter Financial Report as presented. Ginnie Sams offered a second and all were in favor.

FY2016 Budget Requests – Ms. Eubanks informed the board that it was time to consider the amounts we would like to request from the Dade County Commission and the Dade County Board of Education. Each of these groups has begun their budget preparations for FY16 and they need to know our request. The board suggested that Ms. Eubanks call Superintendent Swader and ask her to appoint one of her board members to our board and at that time inquire about the timing of our budget request. Ms. Eubanks agreed to contact her. The board also asked Ms. Eubanks to begin discussions with the Dade County Commission in order to work toward a restoration of their appropriation to the library for their FY16 budgets.

Statistics Report – Ms. Eubanks presented to the board the 2nd Qtr. Statistics for July 2014 through December 31, 2014 as compared to this same time period in FY12, FY13 and FY14.

Director’s Report – Ms. Eubanks had nothing to add to the Director’s Report that was mailed out in the board member packet.

Old Business

HVAC Issues: Ms. Eubanks asked Marshana Sharp, library manager to report on the latest repair work undertaken by the county. She reported that Hugh Blevins is on top of the issues and has asked Billy Reeves to take care of the items that are under warranty. Ms. Sharp reported they had been out to work on the unit and a reset of the system was performed. When all of the work has been completed Ms. Eubanks would like to have Chadwick Construction out to the library to program the thermostats to their fullest efficiency. Christian Chadwick conditioned the HVAC unit for the LaFayette library in November 2014. Ms. Eubanks agreed to send out up-to-date information to the Board on past utility bills.

New Business

Constitution Amendment - Now that the Dade County Board of Education is contributing financially to the operating of the Dade County Public Library they are entitled to a

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representative on the library board. The library's constitution needs to be amended to add this appointment. Ms. Eubanks submitted the following amendment to Article IV. COUNTY LIBRARY BOARD OF TRUSTEES – SECTION 1. – It will now read as follows:

Section 1. The Dade County Public Library Board of Trustees shall be composed of ~~six~~ seven members appointed by the governmental agencies financially supporting the library on a regular basis. The Dade County Commissioners shall appoint four members, and the Trenton City Commissioners shall appoint two members **and the Dade County Board of Education shall appoint one member** as specified in the Bylaws and the state law.

This meeting served as notice of the proposed amendment and as imposed by the Constitution, in two weeks Ms. Eubanks will email the board and ask for a vote to approve this amendment. William Back made a motion to approve the above amendment to the Constitution and the method by which the board is to officially make the amendment via email. Ginnie Sams offered a second and all were in favor.

With there being no further business Ginnie Sams made a motion to adjourn the meeting at 5:45. William Back offered a second and all were in favor.

Submitted by Lecia Eubanks