

**HENRY COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES  
REGULAR MEETING, BOARD MINUTES  
January 6, 2020**

- Indicates action taken

**CALL TO ORDER**

Dr. Rita Bailey called the meeting to order 5:30 PM.

In attendance: Chair Dr. Rita Bailey, Vice-Chair Mary Scroggs, Secretary Kathy Gardner, Chester Ivey, and Leslie Wantland.

Also in attendance: library employees; Library Director Kathryn Pillatzki, Assistant Director Gail Evans, Assistant Director Pamela Bagby, Business Manager Debra Morris, Network Administrator Amanda Cox, Financial Clerk Raquel Jeffreys-McCray, and Secretary/Receptionist Aimee Leavitt.

**ADDITIONS/APPROVAL OF AGENDA**

- Motion by Mary Scroggs to accept the agenda, seconded by Kathy Gardner; motion approved.

**APPROVAL OF MINUTES**

- Motion by Mary Scroggs to accept the December 2, 2019 minutes, seconded by Chester Ivey; motion approved.

Dr. Rita Bailey took this time to welcome the newest Library Board member Chester Ivey, representing District IV.

**DIRECTOR'S REPORT**

Director Kathryn Pillatzki provided an overview of staff activities for November and December, including First Friday activities, Sensitive Santa (for families with special needs children), and our annual partnership with Connecting Henry to provide books for Community Christmas.

- Motion by Mary Scroggs to accept the director's report, seconded by Leslie Wantland; motion approved.

**TREASURER'S FINANCIAL REPORTS**

HCLS Business Manager Debra Morris reviewed financial statements for the fiscal year to date. Ms. Morris also reported that the independent audit by Mauldin and Jenkins is complete and there were no findings.

- Motion by Kathy Gardner to accept the Treasurer's Report, seconded by Chester Ivey; motion approved.

## OLD BUSINESS

Director Kathryn Pillatzki updated the Board on the lighting project for McDonough and the carpet replacement for Stockbridge. The lighting project will begin the last week of January with the company set to work around library operating hours. The Director is in the process of finalizing the carpet replacement for the Stockbridge (Cochran) branch.

- Motion by Kathy Gardner to accept the Director's report on Old Business, seconded by Leslie Wantland; motion approved.

## NEW BUSINESS

Modification to Personnel Policy regarding sick leave.

Director Pillatzki suggested an addition to the HCLS Personnel Policy regarding doctor's note for sick leave:

The Director may request a doctor's note to support a request for sick leave on a workday that falls immediately before or after a paid holiday.

- Motion by Mary Scroggs to approve the addition to the Personnel Policy, seconded by Kathy Gardner; Motion approved.

## CONFIRMATION OF THE NEXT MEETING DATE

The next regular meeting of the Henry County Library System Board of Trustees will be February 3, 2020 at 5:30 PM in the administration meeting room of the McDonough Library.

## ADJOURNMENT

- Motion by Mary Scroggs to adjourn the January 6, 2020 meeting, seconded by Kathy Gardner; motion approved.