CALL TO ORDER
The meeting was called to order by Vice Chair Leslie Wantland at 5:30PM.
In attendance: Vice Chair Leslie Wantland, Treasurer Chet Ivey, Secretary Anne Franklin, Debra Abernathy. Library staff in attendance: Director Kathryn Pillatzki, Assistant Director Jennifer Parrott, Business Manager Angela Millen, Programming and Outreach Librarian Anna Cogdill, and Administrative Assistant Aimee Leavitt

ADDITIONS/APPROVAL OF AGENDA
- Motion by Chet Ivey to accept the agenda, seconded by Anne Franklin; motion approved.

APPROVAL OF MINUTES
- Motion by Debra Abernathy to accept the minutes of the April 8, 2024 regular meeting, seconded by Chet Ivey; motion approved.

DIRECTOR’S REPORT
The Library Director presented a report of branch and staff activities in April, 2024. All staff participated in a full day of staff development training on April 12. The Director was guest speaker at the Ferst Books spring luncheon on April 18. Interviews were conducted to fill two key management positions. The McDonough library renovation is on schedule. The electrical and lighting work is complete, and the painting is nearing completion. The flooring, furniture, and millwork will all be arriving in mid-May and multiple subcontractors will be on site in the latter half of May to do the installation. The date of substantial completion is still anticipated for May 31. The Director estimates it will take 3-4 weeks for library staff to reinstall equipment and reshelve the collections. Reopening to the public is estimated in early July.
- Motion by Anne Franklin to accept the Director’s report, seconded by Debra Abernathy; motion approved.
TREASURER’S FINANCIAL REPORTS

HCLS Business Manager Angela Millen provided a report on library revenue and expenditures for fiscal year 2024 to date. Our AUP (Agreed-Upon Procedures audit) is complete and has been accepted by GPLS. Our audit report from the county is still pending.

- Motion by Chet Ivey to accept the Treasurer’s Report, seconded by Debra Abernathy; motion approved.

OLD BUSINESS

None

NEW BUSINESS

Hiring of branch staff was paused over a year ago due to budget limitations and because staff from the McDonough were temporarily reassigned to other branches while the renovation project was underway. McDonough staff will likely be recalled to their home branch in early June, creating a need to fill the vacancies in time for the busy summer reading program. The Director recommended that we resume hiring for part time branch staff.

- Motion by Debra Abernathy to resume hiring for vacant part time branch positions, seconded by Anne Franklin; motion approved.

EXECUTIVE SESSION FOR THE PURPOSE OF THE DIRECTOR’S ANNUAL REVIEW AND COMPENSATION

- Motion by Chet Ivey at 6:10 PM to leave the regular session and move to executive session, seconded by Debra Abernathy: motion approved.

An executive session was conducted to present the Director’s annual review and to discuss performance and compensation.

- Motion by Debra Abernathy at 6:53 PM to adjourn the executive session and resume the regular session, seconded by Anne Franklin; motion approved.
CONTINUATION OF REGULAR SESSION

Vice Chair Leslie Wantland stated that the purpose of the executive session was to discuss the Director’s annual review and compensation, and that no other topics were discussed.

- Motion by Debra Abernathy to set the Director’s pay for fiscal year 2025 at the amount agreed upon in the executive session, seconded by Chet Ivey; motion approved.

CONFIRMATION OF THE NEXT MEETING DATE

The next regular meeting of the Henry County Library System Board of Trustees will be on Monday, June 3, 2024 at 5:30 PM in the administration meeting room of the McDonough library.

ADJOURNMENT

- Motion by Debra Abernathy to adjourn the May 6, 2024 meeting, seconded by Chet Ivey; motion approved.