

Minutes for Board Meeting of April 26, 2016
Presented at the
Fitzgerald-Ben Hill County Library Board Meeting / July 26, 2016

Members Attending: Anna Brown, John Clements, Ben Jacobs, Ann Jordan, Mayor Mark Masee, Marsha Stembridge, and Sherry Sue Davis. Staff Attending: Director Martha Powers-Jones.

The Meeting was called to order at 5:05 p.m. by Chairman John Clements.

Mr. Clements welcomed board members.

Minutes were presented for the January 26, 2016 meeting. Anna Brown moved to accept the minutes and Sherry Sue Davis seconded the motion. The motion passed unanimously.

The first order of business regarded the 2016 Quarter 1 Financial Report as presented by Martha Powers-Jones. Powers-Jones noted that the library was under budget in the Personnel area due to a position being open during that quarter; she noted the position had been filled effective April 1. She also noted that Electronic Access charges should come under budget once the Library receives reimbursement from the State. Mayor Masee moved to accept the report as presented and Ben Jacobs seconded the motion; the motion passed unanimously.

Powers-Jones presented the Director's Report. Ann Jordan noted that she thought the Library Lines article in the newspaper was a good way to promote the library. Jordan also asked for clarification on the National Science Foundation grant; Powers-Jones noted that the grant was competitive and the Library was one of 110 libraries selected nationwide. Powers-Jones also pointed out the June 24th Carnival as part of the Summer Reading Program. She informed the Board that the Assistant State Librarian and the State School Superintendent were attending to promote Summer Reading and encouraged Library Board members to attend the event so that a publicity photo could be taken for the newspaper.

Powers-Jones also reviewed the line item amendment proposals for the 2016 Budget: Computer Software (change to \$2,000), Repair & Maintenance (change to \$3,200), Postage (change to \$400), and Training / Travel (change to \$4,600). Clements called for a motion on the proposed line item amendments. Mayor Masee moved to accept the line item amendments as presented and Ann Jordan seconded the motion; the motion passed unanimously.

In Unfinished Business, Powers-Jones gave an update on the Reading Garden. She noted that the benches, trash can, and bike rack were all installed the week before the Reading Garden Dedication and noted the hard work and diligence of the Public Works Department to make that happen. Powers-Jones also noted that the Friends of the Library were considering further additions to the Reading Garden and would discuss those options at a future meeting. Clements emphasized the need for some type of central art piece in the front of the library possibly utilizing the talents of the Arts Council or a Savannah College of Art and Design student.

Powers-Jones reported on the status of the Foundation non-profit status. She said that lawyer John Ed Smith had prepared the papers that needed to be filed and the Foundation Board will be meeting on April 27th to review and approve these documents. Clements noted the importance of this status for the library and emphasized the positive effect this status would have on pursuing donations from the community.

Powers-Jones gave an update on the 2014 and 2015 AUP / Audit. Mr. Eckler was currently working on the 2014 AUP and hoped to have that completed by the end of the month. She reported that the 2015 AUP will be completed in June. Jordan asked if this would bring us back to good standing; Powers-Jones said that after these AUPs were completed, they would be caught up. Powers-Jones hoped to complete AUPs for future years no later than December of the year being reviewed.

In New Business, Powers-Jones reported that it was time to evaluate her as Director and recommended that this be done each spring. Mayor Masee agreed and moved to have the Executive Committee perform an evaluation; Ben Jacobs seconded the motion and the motion passed unanimously. Clements said that he would plan for the committee to meet in May to work on this evaluation and asked Powers-Jones to send him any resources provided by GPLS. Powers-Jones agreed.

Clements asked Powers-Jones to discuss the Strategic Plan proposal. Powers-Jones noted that a strategic plan can be a good tool to assist with budget planning and to help keep the library on course during transitions. She also noted the importance of a strategic plan in making sure the library was serving the community according to expected standards. Mayor Masee noted that the strategic planning process could also be a powerful self-evaluation tool and said that he thought the idea of being a test or pilot site was appealing. Ann Jordan moved to accept the proposal and begin the strategic planning process and Davis seconded the motion; the motion passed unanimously. After Board discussion, it was decided that a planning committee would be formed consisting of library staff members Martha Powers-Jones, Sue Hostetler, and Jennifer Johnson, and Board members John Clements and Ben Jacobs. A representative of the Friends of the Library and the Chamber of Commerce (Neesa Williams was suggested) was also going to be asked to serve on the planning committee. Powers-Jones noted that a retreat would be held for stakeholders sometime in August. Masee suggested that the committee meet, review the community calendar, and pick a day that all works for them and that date would probably work for most stakeholders as well.

Clements noted that the next meeting was on Tuesday, July 26, 2016 at 5pm. He asked for a motion to adjourn. Ben Jacobs so moved; Anna Brown seconded the motion. The motion passed unanimously and the meeting was adjourned.