

**Henry County Board of Trustees
Regular Meeting Minutes
McDonough Library
August 3, 2015**

- Indicates actions taken

CALL TO ORDER

- Dr. Gordon Baker called the meeting to order at 5:33pm

Board members present were Dr. Gordon Baker, Sandy McGarity, Kathy Gilbert, Jan Lowe, Dr. Rita Bailey and Mary Scroggs. Staff members present were Director Carolyn Fuller, Assistant Directors, Pam Bagby and Kenneth Wayne Thompson, Bookkeeper Deb Morris, Network Administrator Amanda Cox and Financial Clerk, LaDonna Poole.

ADDITIONS/APPROVAL OF AGENDA

- The agenda was approved on a motion by Sandy McGarity, seconded by Kathy Gilbert.

APPROVAL OF MINUTES

- The minutes of the June meeting were approved on a motion by Kathy Gilbert, seconded by Sandy McGarity.

DIRECTOR'S REPORT

Director Carolyn Fuller shared that she received thank you letters from the Parks and Recreation Department for the Library Goes to Camp Program. Fuller recommended that HCLS have more pre-planning for the next Summer Food Program and increase marketing to schools for 2016. 3,900 participants registered for the Summer Reading Program and 4,882 patrons attended library programs in June. Mauldin and Jenkins will perform an audit in September, 2015; this service is paid for by Henry County. HCLS administrative staff will have a library planning retreat on August 27 at the Fortson 4H Center and submit a report with solutions and plans to the Board in September.

TREASURER'S FINANCIAL REPORTS

Director Carolyn Fuller that receivables from Unique Management have increased; the library did well and did not overspend and that our fund balance is \$37,321.30.

OLD BUSINESS

Fuller stated that we should hear from the lawyers soon regarding the Fortson Building sale. The Library is still in the process of have new doors installed at the McDonough location; bi fold or sliding telescope doors are preferred. Due to the nonstandard door selection, additional carpet will need to be installed. Attic stock is available for this project.

NEW BUSINESS

HCLS Administrative offices are in the process of recycling surplus equipment including six Okidata printers. It was shared and decided that electronic voting will not be adopted by the Board; special meetings will be called.

- A motion to surplus equipment was made by Kathy Gilbert and seconded by Jan Lowe.

CONFIRMATION OF NEXT MEETING DATE

- A motion to accept September 14, 2015 as the next meeting date was made by Kathy Gilbert , seconded by Sandy McGarity

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:35 pm