

**Bartow County Library System
Board of Trustees**

Minutes

October 29, 2020

Cartersville Public Library Nathan Dean Meeting Room

5:00 pm

Type of Meeting: Regular Meeting

Attendees: Louise Panter, Anne Walker, Brandon Johnson, Karen Barnhart, Cecelia Carson, Randi Sonenshine, Carmen Sims, Jill McAllister, Ron Fahey

Meeting Facilitator: Michelle Haney, Chair

Minutes Recorded by: Chantay Howard

Michelle Haney called the meeting to order at 5:02pm.

Karen Barnhart made motion to approve the minutes of July 30, 2020 as presented. Anne Walker seconded/unanimously approved.

Jill McAllister presented the Financial Report. In anticipation of the Covid effect on library revenues generated from fines and fees, collection estimates were lowered by almost \$24,000 compared to last fiscal year. Currently, we are close to the revised projections for the current fiscal year. The Equipment & Computers expenditure line includes replacement of the access control system as part of a grant through GPLS. The Other Expenditures line includes the annual renewal of insurance and maintenance contracts. Library administration has assigned an additional \$25,000 of the current unreserved fund balance for future refurbishments of all three libraries.

Carmen Sims presented the Director's Report and explained changes to statistical reports to align virtual programs to traditional categories and how to record social media programs. Carmen announced the Friends of the Library annual donation was \$7000. The library system was also awarded 3 grants from GPLS including a Chromebook lending grant, a Grow with Google grant for programs on resume writing, and a technology grant to replace the card reader system.

Randi Sonenshine, chair of the Personnel Committee, resented the results of the director's evaluation by the Board of Trustees. Michelle Haney commended all library staff for their hard work during the Covid19 pandemic.

Michelle Haney presented inventoried items to be disposed. Brandon Johnson made motion to dispose such items, Louise Panter seconded, unanimously approved.

Carmen Sims explained the need for HVAC repair or replacement of condensing unit 2. The 16 year old unit has a long record of repairs leading to the present need to replace the compressor. At this point it is better to replace the unit. A MRR 50/50 grant request is to be submitted to GPLS for half but funds will not be available until the FY 2022 State Budget is approved. Bartow County Government has committed to the match using SPLOST funds. These two may cover the total cost but if not the library would be responsible for an amount comparable to standard repairs and can be paid from budgeted facilities repairs and maintenance funds. Brandon Johnson made motion to approve replacing the CU2 HVAC unit up to \$55,000.00/Anne Walker seconded/unanimously approved.

Carmen and Jill reported plans and program topics for a four part staff development sessions. Jill summarized the October session on Everyday Situational Awareness presented by the Provectus Group.

Anne Walker made motion to adjourn at 5:39 pm/Louise Panter seconded/unanimously approved.

