

**Bartow County Library System
Board of Trustees**

Minutes

April 29, 2021

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, Chairman

Minutes Recorded by: Jennifer Williams

Michelle Haney called the meeting to order at 4:58 pm.

Brandon Johnson made motion to approve the minutes of January 28, 2021 as presented. Louise Panter seconded/unanimously approved.

Christian Hatch of Williamson & Co., CPA's presented the Audit Report. It was a clean audit. Randi Sonenshine made a motion to approve the Audit Report. Anne Walker seconded/ unanimously approved.

Jill McAllister presented the Financial Report. There was nothing out of the ordinary for this reporting period. Jill McAllister reported that adjustments for COVID were made awhile back and all is on track with those compensations.

Carmen Sims presented the Director's Report in which she reviewed the Circulation stats, announced information about the upcoming Summer Reading Program, and discussed the ongoing COVID safety procedures and takeaways from the past year. Carmen Sims discussed the start-up of live programs for adults and school aged children. Carmen Sims reported that social distancing, attendance limits and masks would be implemented for the live programs. Carmen Sims also reported that the library now has the capabilities to take fines and donations online through PayPal and that there will be touchless pay at the public copiers.

Karen Barnhart reviewed the meeting of the finance committee. Karen Barnhart reported that the budget was approved by the committee to go the funding agencies.

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

Carmen Sims reviewed the updated Pandemic Service and Staffing Plan. Carmen Sims stated that more of the library furniture will be replaced during May, study and tutor rooms will be available in May, more computers will be available in May, outdoor outreach will occur, computer classes will resume in July, meeting rooms will be utilized again in August, and regular hours will resume in August. Library hours will be addressed in more detail at the next quarterly meeting. Carmen Sims stated that mask mandate will be in effect based on CDC guidelines and are subject to change. Anne Walker made a motion to approve the updated public service plan. Brandon Johnson seconded/ unanimously approved.

Carmen Sims reviewed the STEAM Sculpture Walk Artist Agreement. Randi Sonenshine made a motion to accept the agreement. Brandon Johnson seconded/ unanimously approved.

Carmen Sims discussed the use of the Memorial Fund account. Carmen Sims stated the library has \$55,775.48 in the memorial fund. The plan is to use the funds for an outdoor stage for library and community programs. Louise

Panter made a motion to approve use of the Memorial Fund Account for an outdoor stage. Randi Sonenshine seconded/ unanimously approved.

Carmen Sims reviewed the Expenditures of Refurbishment Funds. Carmen proposed the organization of a Building and Grounds committee to review quotes and bids for approval instead of the full board. Michelle Haney and Randi Sonenshine volunteered to be on the committee. Anne Walker made a motion to authorize the Building and Grounds committee and Director to approve expenditures of Refurbishment funds. Brandon Johnson/seconded/ unanimously approved.

Michelle Haney announced the Nominating Committee met to select a slate of officers for FY2022. Karen Barnhart: Chairman, Brandon Johnson: Vice Chairman, Louise Panter: Secretary/Treasurer. Randi Sonenshine made a motion to approve the slate of officers as presented. Anne Walker seconded/ unanimously approved.

Karen Barnhart made motion to adjourn at 5:49 pm/Randi Sonenshine seconded/unanimously approved.