

Bartow County Library System

Board of Trustees

Minutes

October 28, 2021

Cartersville Public Library Nathan Dean Meeting Room

5:00 pm

Type of Meeting: Regular Meeting

Attendees: Brandon Johnson, Louise Panter, Anne Walker, Michelle Haney, Pamela McConnell, Carmen Sims, Jill McAllister, Ron Fahey

Meeting Facilitator: Karen Barnhart, Chairman

Minutes Recorded by: Jennifer Williams

Karen Barnhart called the meeting to order at 5:00 pm.

Anne Walker made a motion to approve the minutes of July 29, 2021 as presented. Louise Panter seconded/unanimously approved.

Jill McAllister presented the Financial Report. Jill McAllister stated that the refurbishments are underway. Also, the HVAC project was completed and we are awaiting reimbursement for it.

Carmen Sims presented the Director's Report. The Friends presented the library with a \$12,000 check at the Annual Meeting. Carmen Sims stated the library was also awarded multiple grants, which will be used for a bookmobile, microfilm reader, and meeting pods. Carmen Sims reviewed increases in library attendance, wireless and computer use, circulation stats and hoopla digital stats. Carmen Sims also discussed Youth Services in person story times, which started in Cartersville in August and at the branches in October and other Youth Services programs.

Carmen Sims reviewed the Open Issues. The Building and Grounds committee approved replacement of community wing carpet with porcelain tile. That project is almost completed. Carmen Sims stated that the library is replacing the color printer, as well as, the carpet in the conference room and meeting room. Carmen Sims stated the entrance doors in Adairsville were replaced and the locker system has been put in place and we are waiting on the wrap design. Carmen discussed the conversion of the exterior lighting to LED in Cartersville and stated that all lighting in Adairsville has been converted to LED in three phases. Carmen Sims announced the Cartersville library has a new smartboard for our meeting room rental. Carmen Sims stated that the Cartersville library is in the process of replacing the carpet with luxury tile in the Administration area, staff breakroom, computer area, art gallery, tech services, IT area.

Randi Sonenshine presented the Personnel Committee's report and reviewed the summary of results for the director's survey.

Karen Barnhart reviewed the travel reimbursements. Louise Panter made a motion to approve the travel reimbursements and Anne Walker seconded/ unanimously approved.

The proposal for the performance patio was not yet received. This will be revisited next quarter or when it becomes available. Carmen Sims stated that the library was not able to include the floor project as a cost share with the meeting pods, which left us short of matching funds and we need approval to spend \$17,000 from the unreserved funds. Michelle Haney made a motion to approve the unreserved funds. Randi Sonenshine seconded/ unanimously approved.

Karen Barnhart reviewed the public comments sent on behalf of Rachel Seong regarding a request to change the pandemic plan regarding mask regulations from required to recommended. The board discussed the letter and decided to continue with the current policy in place.

Jill McAllister announced the Craft Fair will be held on November 13th from 10 am to 4 pm. Jill McAllister stated the Craft Fair has filled all the booths with many different vendors. Jill McAllister also announced the "Season of Wonder" will be happening at Bartow County library in December. Twenty trees will be on display throughout the library. The art departments from the Bartow County Schools are decorating the trees. This event will tie in nicely with programming already happening at the library in December. Jill mentioned they are looking for some business sponsors to help pay for the trees and art supplies for the schools; businesses will be advertised during the event and promotional material. Jill McAllister mentioned we are looking for musical performers for the event.

Thomas Shalin presented a day in the life of the Youth Services department for board development. Thomas Shalin reviewed the mission of the Youth Services department and provided an overview of Youth Services virtual and in person programming, outreach, and the Summer Reading program.

Brandon Johnson made a motion to adjourn the meeting at 5:45 pm. Pamela McConnell seconded/ unanimously approved.