

**Bartow County Library System  
Board of Trustees**

Minutes

April 28, 2022

Cartersville Public Library Conference Room

5:00 pm

Type of Meeting: Regular Meeting

Attendees: Brandon Johnson, Louise Panter, Michelle Haney, Anne Walker, Randi Sonenshine, Karen Barnhart (via phone), Carmen Sims, Jill McAllister, Ron Fahey

Meeting Facilitator: Brandon Johnson, Vice-Chairman

Minutes Recorded by: Jennifer Williams

Brandon Johnson called the meeting to order at 5:00 pm.

Michelle Haney made motion to approve the minutes of January 27, 2022 as presented. Randi Sonenshine seconded/unanimously approved.

Christian Hatch of Williamson & Co. presented the FY2021 audit report. It was a clean audit. Anne Walker made a motion to accept the auditor's report and letter to management. Louise Panter seconded/ unanimously approved.

Jill McAllister presented the Financial Report. Jill McAllister reviewed the operating budget and the impacts items such as the refurbishment projects, Library on the Go, workspace pods and microfilm reader/printer had on the expenditures.

Carmen Sims presented the Director's Report in which she stated that the library visits, circulation, and computer usage increased. Carmen informed the board of the return of computer classes and computer lab, and announced information about the upcoming Summer Reading Program. Carmen also reviewed the GPLS Budget and Grant updates, the work and study spaces and new reservation software. In response to the low risk of Covid status of Bartow County, the library system has returned most furniture and regular programming. Carmen discussed the progress of the performance patio with Barry Henderson seeking donations to fund the steel phase of the project.

Michelle Haney reported the Building and Grounds committee approved painting of the library administration and staff areas for up to \$7000.

Brandon Johnson reported the Finance Committee's approved the proposed FY2023 budget which includes a requested increase of \$18,000 from the City of Cartersville and \$18,000 from Bartow County. Bartow County will not increase funding unless the City of Cartersville increases library funding. Randi Sonenshine, Karen Barnhart, and Carmen Sims are meeting with the City on May 12, 2022 to request additional funds.

Brandon Johnson presented the inventoried items to be disposed of and the travel reimbursement. Michelle Haney made motion to approve the travel reimbursement and inventory disposals, Anne Walker seconded, unanimously approved.

Carmen Sims presented Work and Study Spaces Policy Revision. Randi Sonenshine made a motion to approve the Work and Study Spaces policy as corrected. Michelle Haney seconded/unanimously approved.

Carmen Sims presented the Chromebook and Hotspot Lending Policy. Louise Panter made a motion to approve the Chromebook and Hotspot Lending policy as presented. Michelle Haney seconded/unanimously approved.

Carmen Sims presented the Library Management Team's request to extend the strategic plan for five years as the past two years addressed library service during Covid rather than the strategic plan. The goals and strategies are still relevant. The strategic plan will cover 2022 through 2027. Michelle Haney made a motion to approve the existing library system strategic plan as presented for five years. Randi Sonenshine seconded/unanimously approved.

Carmen Sims explained \$16,667.58 is still reserved for the now completed SaaS project. Funds were reserved by the Board to move to the SaaS cloud server mid-fiscal year instead of replacing the library automation system server. Randi Sonenshine made a motion to release remaining funds of \$16,667.58 previously committed by board action for the IT SaaS Project to the unreserved fund balance. Anne Walker seconded/unanimously approved.

Karen Barnhart informed the board the present slate of officers is in their first term and eligible for a second term. No new nominations were made. The slate of officers for FY 2023 is Chairman – Karen Barnhart, Vice-Chair – Brandon Johnson, Secretary/Treasurer – Louise Panter. Randi Sonenshine made a motion to approve the slate of officers. Anne Walker seconded/ unanimously approved.

Anne Walker made a motion to adjourn the meeting at 5:50 pm. Michelle Haney seconded/unanimously approved.