

**Mountain Regional Library System  
Board Meeting of Trustees  
Young Harris Library meeting room  
Wednesday, June 10, 2020, 1 p.m.**

**I. Call to Order and Welcome – Paula Whitehead, Chairman**

**Members present** - Paula Whitehead (T), Dionne Berrong (T), Joan Crothers (T), Holly Tiger (T), John Turner (F); Gordon Riddock (F), Nick Wimberly (F), Peggy Callaway (U), Stacey Head (U), Kaye McCann (U). **Members absent:** Karen Harper (F), Peggy Deyton (U)

**Staff Present:** Heath Lee, Director; Vicki Adkison-Asst. Director/Business Mgr.,

**Guests:** Barbara Hale-TCPL Board Chair, and Jim Reynolds, FOTLTC.

**II. Addition to Agenda**

Motion was made by John to accept an addition to today's Agenda, adding the Adoption of an EMP (Emergency Management Plan); seconded and passed. The plan was put together by Director Lee and emailed to each Trustee with a hard copy given each member today.

**III. Minutes:** The minutes of the February 19, 2020 meeting were sent by email. Kaye made a motion to approve them: seconded and passed.

**IV. Items to be discussed**

a. Old Business:

State Librarian's response to FY19 Audit Report—all members received this by email. She stated all state funds could be cut if problems in the 2019 Audit of MRLS were not corrected. At a Called meeting of the T.C. Board members on 6/2/20 the hours were adjusted (as stated below iv.) to deal with the financial shortfalls.

b. New Business:

i. Finance Policy: Motion was made by John to adopt the presented Finance Policy; second and passed.

ii. Emergency Management Plan: Motion was made by Gordon to adopt the EMP as presented; seconded and passed.

iii. A list was handed out for System closed dates. Motion was made by Nick to accept as written; seconded and passed. It was noted that although closed on Wed., Dec. 23, this is not a paid holiday.

iv. Changes to TC operations: Young Harris will remain Headquarters for MRLS and will be open to the public 2 days/week—Monday & Thursday—for 12-14 hrs. Hiawassee branch will be open 5 days per week—Tuesday–Saturday (1/2 day) for 36 hrs/week.

v. FY21 Budget: Vicki presented each member with a 2021 Budget for each branch in the system. Some of the numbers could be slightly different because of Covid-19. From now on budgets will be broken down by each branch rather than an overall picture.

John made a motion to accept the FY21 Budget; seconded and passed.

**V. Director's Report**

I took training in April by GPLS, Statistical Tracking, Annual Report, and PINES Local Administration training. The statewide library director's meeting in May and finance training was cancelled due to Covid-19. Will be at a later date. State budget has not been set, but GPLS was required to cut their budget by 14%. There is hope for bond-funded projects. MIP Fund Accounting was chosen by 25 library systems in Georgia including MRLS to replace Blackbaud. GPLS made the decision to purchase Beanstack for all Georgia library systems for the remainder of the year. Beginning June 1<sup>st</sup>, Beanstack will allow MRLS patrons to digitally participate in

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SRP in the event they are not wanting to or able to come into the library. MRLS Lead Team will not host any in-person SRP performers during the month of June. In-person performers for July are not likely either, but decisions to cancel those performances has yet to be made.

**Personnel:** Dionne made a motion to approve giving the Director a 3% salary increase:

State Reimbursed Salary.....	\$76,007.00
State Reimbursed Benefits.....	30,418.00
Local Salary.....	0.00
Local Benefits .....	0.00
Total Salary & Benefits	\$106,425.00

The motion was seconded and passed.

**VI. Public Comments:** Barbara Hale, Chair of TCPL, was in the audience and said she commended the previous director for hiring Vicki. All on Board agreed.

**Adjournment 2:20 p.m.**

Motion to adjourn was made by John; seconded and passed.

/s/Joan Crothers, Secretary