

**Mountain Regional Library System Board of Trustees Meeting**  
**Mountain Regional Library**  
**July 28, 2021 10:00am**

Meeting called to order at 10:03 PM

Present: Board Members - Nick Wimberly (F), Kathy Tickner (F), John Thompson (F), Trish Allen (U), Stacy Head (U), Dionne Berrong (T), Shirley Miller (T), Judy Slaton (T); MRLS Staff - Heath Lee, Vicki Adkison.  
Absent: Holly Tiger (T), Kaye McCann (U), Carol Crawford (F), Joan Mannheim (U).

No additions to the agenda were proposed

Motion to adopt the agenda as is by Head, seconded by Berrong; passed with no objections

Motion to adopt minutes as is by Tickner, seconded by Miller; passed with no objections

No public comments.

New Business:

New Regional Trustees, Thompson, Wimberly, Miller and Slaton were introduced.

Lee presented the reasons to consider the items on the proposed items to a surplus status. Reasons included: the items were being replaced, are no longer in use, or defective. The regional board is required to approve MRLS owned items to a surplus status per the MRLS Finance Policy. Surplus items can then be sold, recycled or otherwise discarded. Motion to move the items to a surplus status as is made by Wimberly, seconded by Thompson; passed with no objections.

Lee presented the process used to secure bids to address the paving of parking lots at Mountain Regional Library. Lee posted an official Request for Proposal on the State of Georgia's DOAS bid notice website, on the MRLS website, and directly emailed the proposal to Colwell Construction, Johnson Paving, P & R Paving, Uniform Paving, and Fortner Paving. The only bid received was put forth by Colwell Construction at a cost of \$58,564.54. Discussion ensued concerning the bid submitted by Colwell with regards to cost, scope of the project and timeframe of completion. Discussion of alternative bids also ensued. Motion to accept the bid submitted by Colwell Construction was made by Slaton, seconded by Tickner; passed with no objections.

Proposed Policy Revisions: Discussions ensued concerning the four proposed policy revisions: Lost Items, Unattended Children and Dependent Adults, Internet and Wireless Usage and Smoke Free Workplace. The policies needed to be reviewed due to outdated language and potential liability issues. The Unattended Children and Dependent Adults policy was reviewed by library attorney Monica Baron. Baron's revisions were discussed and added to the proposed version. Motion to accept all the policy revisions proposed as is made by Wimberly, seconded by Slaton; passed with no objections.

Chair Allen designated the committee assignments to be: Personnel – Allen, Berrong, and Head; Nominating – Slaton, McCann, Crawford, and Lee; Executive – Allen, McCann, and Wimberly.

Lee presented on the Director's Report. No further discussion ensued.

Adkison presented the Finance Report. The FY21 End-of-Year financials are very close to be completed. As of the meeting, the end-of-year statement has MRLS at +\$138,622.28 revenues over expenditures ending June 30, 2021. The final financial figures specific to the branches are: Fannin +10,825.44, Towns +34,744.49, and Union +47,115.51. These individual amounts will change slightly after end-of-year financials are completed however, the total amount of revenues and expenditures should not differ.

The positive fund balance does include CDs belonging to Union and Fannin that was moved to the MRLS general operating account during FY21. No decision was made on moving any portion of the CD amounts out of the operating account into another account as of now, but this may be reassessed in future meetings.

Meeting adjourned at 11:00 am. Motion made by Wimberly, seconded by Thompson; none opposed.