

**Mountain Regional Library System
Board Meeting of Trustees
Towns County Public Library
Wednesday, May 19, 2021, 10 a.m.**

Call to Order and Welcome – Paula Whitehead, Chairman

Members present - Paula Whitehead (T), Joan Crothers (T), John Turner (F), Carol Crawford (F), Stacey Head (U), Kaye McCann (U), Trish Allen (U). **Members Absent:** Holly Tiger, Dionne Berrong, Kathy Tickner, Karan Harper, Joan Mannheim

Staff Present: Heath Lee, Director, Vicki Adkison-Asst. Director/Business Mgr., Jessica Tibbetts, TCPL/MRL.

Amendments to Agenda: Paula Whitehead asked for a motion to go into Executive Session before adjournment; made by Trish Allen, seconded by John Turner, and passed.

Adoption of Agenda: Motion made by Trish, seconded by John, and passed.

Minutes: The minutes of the February 17, 2021 meeting were sent by email. Trish Allen made a motion to approve: seconded by Stacey Head and passed.

Public Comments: None

Items to be discussed

Old Business:

MRLS Constitution & By-Laws: Trish Allen made a motion to approve, seconded by Stacey Head, and passed.

New Business

FY22 MRLS Regional Trustee Meeting Dates & Locations: These were changed to reduce the amount of time between local and regional board meetings. John Turner made a motion to approve, seconded by Trish Allen and passed.

Wed., July 28, 2021 10 a.m. at Mountain Regional Library

Wed., Oct. 27, 10 a.m. at Union Co. Library

Wed., Jan. 26, 2022, 10 a.m. at Fannin Co. Library

Wed., May 18, 10 a.m. at Towns Co. Library

Proposed Addition to MRLS Finance Policy—Removal of Owed Debts: Motion to approve made by Trish Allen, seconded by Kaye McCann, and passed.

Policy Proposal—Device, Kit and Equipment Lending: Heath showed the kit patrons can take home; 13 for 3 counties; history gets erased; if lost \$250-300 to replace depending on model of equipment. Carol Crawford made a motion to approve, seconded by Stacey Head, and passed.

Approval of salary for Director Heath Lee: Tabled until Executive Session.

Discussion of MRL parking lot: Pictures had been taken of potholes in the parking lot (4 locations) and Heath said a verbal estimated cost was obtained from Colwell Paving of \$42K, other bids will be obtained which the Regional Board would discuss and approve in July. MRLS can apply for a 50/50 matching grant. In the meantime, Heath will ask Young Harris City for gravel to temporarily fill the potholes to prevent possible accidents. Kaye McCann made a motion to approve, seconded by Trish Allen, and passed.

Approval of FY22 MRLS Operating Budget: Vicki reported that state funds are up, but insurance cost has also gone up, and we have more staff: Director, Administrative Assistant, Finance/Assistant Director, Technical Services, Public Service Coordinator. John Turner made a motion to approve, seconded by Trish Allen, and passed.

Selection of FY22 Board Officers-Paula Whitehead: Chair – Trish Allen; Vice Chair – Kaye McCann; Secretary will be Heath or appointed to someone on MRLS staff by Heath. Paula made a motion to approve, seconded by John, and passed.

At this point in the Agenda, Paula, Joan, and John were presented with beautiful glass plaques for their service on the Mountain Regional Board System.

Chair’s Report – Paula Whitehead: No report.

Director’s Report – Heath Lee: Fannin County Commissioners announced they will sell the **Whitepath building**. They did propose buying a 2-acre lot contingent on the sale of the Whitepath building. The \$1.385 million in grant funds for a Fannin Library has a 5-year life with almost 1 year expired. John said one positive was that in the Commissioner’s meeting he heard, “We need a library!” Fannin County government is not expected to exceed a commitment level above \$600,000 for the construction/renovation of the Fannin Library facility project.

Service Plan for remainder of FY21: June will be kickoff of SRP with programs we can safely deliver.

Budget News: State of GA budget has not yet been signed. Communications indicate state grants will not be reduced; materials grants increase slightly to \$26K for MRLS, and Towns County increased by \$49,700, Union Co. increased by \$22K, no increase in Fannin.

New Website: Site will feature functionality and styling current site doesn’t offer, an interactive calendar, reservation forms, applications, comprehensive list of library physical and digital offerings and partnership program. The URL of the new website is **mountainlibrary.com**.

Finance Report -Vicki Adkison: The Income Statements for 3rd Quarter were discussed.

Personnel Report: Vicki reported hired since February 17, 2021: Nikki Sturges as Youth Services Specialist in Fannin and Whitney Husid, Assistant Branch Manager at MRL. Resigned since Feb. 17th: Catherine Burr, Youth Services Spec. in Fannin and Stephanie Smith, Library Assistant at MRL. All hourly staff received pay increases since the beginning of 2021.

Executive Session: John Turner made a motion to go into Executive Session, Stacy Head seconded, and passed. Library Director’s salary was discussed. John Turner made a motion to go out of Executive Session, Carol Crawford seconded, and passed.

Library Director’s Salary: Increase as of July 1, 2021 as follows: State Reimbursed Salary: \$81,472.69; State Reimbursed Benefits \$32,488.40; Local Salary 728.88; Local Benefits \$200.15. Local Salary & Benefits= \$114,890.12.

Adjournment

Motion to adjourn was duly made.

/s/Joan Crothers, Secretary