

Mountain Regional Library System Board of Trustees Meeting
Fannin County Welcome Center
Wednesday, February 8, 2023 10:00 a.m.

Call to Order: The meeting was called to order by Chair Patricia Allen at 10:06 a.m. Present were: Board members Patricia Allen (U), Stacy Head (U), Nick Wimberley (F), John Thompson (F), Paula Whitehead (T), Shirley Miller (T), Judy Slaton (T), Jim Reynolds (T); MRLS staff Heath Lee, Vicki Adkison, Susan Shook; from the public, Ron Bolin-FCPL Board member, FC Commissioner Glenn Patterson. Absent: Carol Crawford (F), Kathleen Tickner (F), Kaye McCann (U), Devan Mahan (U).

Public Comments: There were no public comments.

Proposed Adjustments to Agenda: There were no proposed adjustments to Agenda.

Adoption of Agenda: A motion was made by Jim Reynolds to adopt the agenda; the motion was seconded by Paula Whitehead; all were in favor.

Adoption of October 26, 2022 Meeting Minutes: A motion was made by Nick Wimberley to adopt the October 26, 2022 Meeting Minutes; the motion was seconded by Shirley Miller; all were in favor, none were opposed.

Adoption of December 13, 2022 Called Meeting Minutes: A motion was made by Jim Reynolds to adopt the December 13, 2022 Called Meeting Minutes; the motion was seconded by Shirley Miller; all were in favor, none were opposed.

Unfinished Business: RE: Fannin Building Project MOU Update, Director Lee reported that the MOU documents had been sent to Atlanta and to FC County Attorney Lynn Doss. MRLS is waiting on the first draft to go forward.

New Business:

RE: Discussion of MRLS Personnel Policy Manual Updates, Mr. Lee had sent to the Board prior to the meeting the proposed updates to the MRLS Personnel Policy Manual. Updates included changes to some procedures, dress code, editing outdated language, deleting duplication of information, etc. A motion was made by Paula Whitehead to adopt the MRLS Personnel Policy Manual updates; the motion was seconded by John Thompson; all were in favor, none were opposed.

RE: FY22 MRLS AUP Results, Vicki Adkison stated that there had been three findings reported in the FY22 Audit, the findings being associated with the transfer of information from the Blackbaud financial software to the MIP financial software. Solutions to the findings were being addressed.

Also, Ms. Adkison said that MRLS had posted a position for a part-time financial assistant to work in headquarters and help with financial duties.

Chairman's Report: Chair Allen had no information to report.

Finance Report:

RE: MRLS FY23 2nd Qtr Finance Report, Vicki Adkison stated that the individual 2nd Qtr reports had been reviewed at the local board meetings, there had been no changes, and the reports showed each library branch to be in the black. Ms. Adkison reviewed the 2nd Qtr System Income Statement and the 2nd Qtr System Balance Sheet with the Board.

The municipalities of Hiawassee, Young Harris, and Blue Ridge will be asked to increase their funding commitments for FY23. The City of Blairsville did increase theirs.

Adjournment: There being no other business, a motion was made by John Thompson to adjourn the meeting; the motion was seconded by Shirley Miller; all were in favor, none were opposed. The meeting was adjourned at 10:20 a.m.

Patricia Allen, Chair