

Mountain Regional Library System Board of Trustees Meeting

Mountain Regional Library – Young Harris, GA

Wednesday, July 26, 2023 10:00 a.m.

Call to Order: The meeting was called to order by Chair Paula Whitehead at 10:05 a.m. Present were: Board Members Paula Whitehead (T), Jim Reynolds (T), Nick Wimberley (F), Kaye McCann (U), Trish Allen (U); MRLS staff Heath Lee, Vicki Adkison, Susan Shook. Absent: Mike Sullivan (F).

Public Comments: None.

Adjustments to Agenda: Director Lee noted that the FY24 MRR MOU should be added to the agenda. A motion was made by Jim Reynolds to add the FY24 MRR MOU to the agenda; seconded by Nick Wimberley; all were in favor, none opposed. Lee also asked that an “MRLS Assets to Discard – Tech Surplus” list be added to the agenda. A motion was made by Trish Allen to add the list to the agenda; seconded by Jim Reynolds; all were in favor, none opposed.

Adoption of Agenda: A motion was made by Nick Wimberley to adopt the agenda as adjusted; seconded by Trish Allen; all were in favor, none opposed.

Adoption of May 31, 2023 Meeting Minutes: A motion was made by Nick Wimberley to adopt the May 31, 2023 meeting minutes; seconded by Kaye McCann; all were in favor, none opposed.

Adoption of July 10, 2023 Called Meeting Minutes: A motion was made by Nick Wimberley to adopt the July 10, 2023 Called Meeting Minutes; seconded by Jim Reynolds; all were in favor, none opposed.

Unfinished Business: RE: Fannin County Project Update, Director Lee had met with FC Commissioner Hensley, and expected the Commissioners to adopt the RFP/RFQ (?) at their next meeting on July 28th. The Board agreed that they would like to review the document before public posting. Nick Wimberley volunteered to contact Commissioner Hensley.

RE: Update on the Library Dodge Minivan Sale: Mr. Lee had posted the sale on the library website and in the newspapers. Offers would be by sealed bids received August 7-11, 2023, and bids would be opened on August 14, 2023 to determine the buyer.

RE: Update MRLS Office Renovation Project: Lee reviewed with the Board the Gordian work order document showing renovation details for MRLS – Young Harris Interior Renovation. This redesign would add office and work space for MRLS headquarters which shares the location. A motion was made by Nick Wimberley to sign the contract for the renovation; seconded by Jim Reynolds; all were in favor, none opposed.

RE: The “MRLS Assets to Discard – Tech Surplus”, a motion was made by Trish Allen to approve removal of the tech surplus; seconded by Kaye McCann; all were in favor, none opposed.

RE: The FY24 MRR MOU between the Board of Regents and MRLS Board of Trustees, a motion was made by Jim Reynolds to approve the FY24 MRR MOU, which will supply funding for the MRLS – Young Harris renovation project; seconded by Trish Allen; all were in favor, none opposed.

New Business: New Regional Board Trustee Mike Sullivan was unable to attend the meeting; he is the FY24 Chair for FC Library Board of Trustees.

Chairman’s Report: Chair Paula Whitehead assigned Kaye McCann, Jim Reynolds, and Mike Sullivan to serve on the Personnel Committee. Whitehead assigned Jim Reynolds, Nick Wimberley, and Trish Allen

to serve on the Nominating Committee. Paula Whitehead will serve as ex-officio member on both committees.

Library Director's Report: Lee reported that MRLS is seeking to fill four open positions in the system, due to branch reorganization. When fully staffed, MRLS will have grown to 30 employees.

MRLS has renewed its contract with BOAZ Networking; BOAZ provides IT support and content filtering, and also provides VoIP (voice over internet phone) services.

MRLS was awarded an ECF grant from USAC in October 2022. With the \$17,000, MRLS purchased Chromebooks for staff, trustee, and patron use. MRLS has submitted for reimbursement of the funds; if received soon, these funds would be applied to FY23.

Heather Welch, MRLS Public Services Coordinator, was awarded a \$1200 scholarship to attend the 2023 Association of Rural and Small Libraries Conference to be held in Wichita Kansas in September. She was 1 of only 5 scholarship winners chosen by GPLS. ARSL focuses on needs, benefits, and outcomes for small and rural libraries. Heather's participation and experience in this conference will be helpful to MRLS.

Finance Report: Vicki Adkison reviewed with the Board the MRLS FY23 4th Qtr. Finance Report. She explained the Income Statement and the Balance Sheet as of 6/30/2023, and expressed that the finances of the library system were in good standing.

Heath Lee reviewed with the Board the Regional Statistics through three quarters. Statistics showed growth in all areas.

Adjournment: A motion was made by Nick Wimberley to adjourn the meeting; seconded by Jim Reynolds; all were in favor, none were opposed. The meeting was adjourned at 11:20 a.m.

Paula Whitehead, Chair