

Hall County Library System
Board of Trustees February 22, 2021 Minutes
Web/Teleconference – 6:00pm

Present:

Leslie Jarchow, Chair
Janie Lovett, Vice-Chair
Mary Ellen Cosgrove
Killian Edwards
Taylor Ewing
Madison Gee
Gary Hulion
Cathryn Smith
Amy White

Absent:

Mollie Stowe
Kathy Cooper, Ex-Officio

Others Present:

Lisa MacKinney, Library Director
Adrienne Junius, Assistant Director
Lydia Hahne, Business Manager
Mason Patton, Computer Technician

Chair Leslie Jarchow called the meeting at 6:00pm with a quorum.

Chair Jarchow entertained a motion to approve the agenda for the February 22, 2021 library board meeting. Gary Hulion made the motion. Cathryn Smith seconded the motion. The motion was unanimously approved.

The board reviewed the minutes for the November 16, 2020 library board meeting and for the December 15, 2020 Nominating Committee meeting. Chair Jarchow entertained a motion to approve all the minutes. Killian Edwards made the motion. Cathryn Smith seconded the motion. The motion was unanimously approved.

Board members received a copy of the FY2020 audit report prior to the meeting. Chair Jarchow entertained a motion to approve the FY2020 audit report from Bates Carter. Gary Hulion made the motion. Amy White seconded the motion. The motion was unanimously approved.

Library Director Lisa MacKinney reviewed the January 2021 financial report. Director MacKinney informed the board that expenditures were good, but the revenues are down due to Covid-19. The Library will be receiving an additional \$10,000 to this year's state materials grant. Director MacKinney informed the board that she may be asking for board approval at its next meeting to allocate some of the library's unassigned fund balance to the assigned fund balance to assist with the loss of revenue from fines, copier, and passports in this year's budget.

Board members received three different budget proposals for the FY22 budget prior to the meeting. Director MacKinney informed the board the County Administrator requested budget proposals for 3%, 4%, and 5% cost of living increases. Chair Jarchow entertained a motion to submit the recommended budget requests for FY22 to Hall County Government. Gary Hulion made the motion. Cathryn Smith seconded the motion. The motion was unanimously approved.

Lisa MacKinney reviewed the Director's Report. The statistical report indicated all the stats are down except for the e-book stats, which showed an increase. Early and regular voting helped with meeting room stats. Director MacKinney shared an article from *Library Journal* regarding the national circulation trends and about library hours and staffing changes from 2019-2020. She reported that the library staff

have been working on programming options for the upcoming Summer Reading Program. During the past months some library staff have been quarantining, but currently there are no employees on COVID leave.

Under old business, Director MacKinney gave an update on the NGHS partnership with the library. A draft MOU has been sent to NGHS for review. Eight staff members have been registered for a free training virtual series entitled "Stand up for Health: Health and Wellness for Your Community for Public Libraries. This series was made possible by a grant obtained by NGHS. The Library continues to co-host virtual book clubs with a medical theme.

Director MacKinney gave a Covid-19 update. The state provided a grant for PPE supplies. The state managed the ordering of the supplies.

The board had given Director MacKinney approval to request a maintenance of effort waiver to the state. Director MacKinney informed the board the maintenance of effort waiver was approved.

Under new business, Director MacKinney submitted recommended closure dates for FY22 to the board. Chair Jarchow entertained a motion to approve the recommended closure dates for FY22. Madison Gee made the motion. Killian Edwards seconded the motion. The motion was unanimously approved.

Director MacKinney requested board approval to be considered for two United Way community impact grants: Emergent Literacy for \$15,000 and Summer Reading Program for \$15,000. Chair Jarchow entertained a motion for the requested approval. Amy White made the motion. Cathryn Smith seconded the motion. The motion was unanimously approved.

Director MacKinney reported the Nominating Committee met to discuss nominations for officers for FY22-23. Killian Edwards agreed to serve as Chair and Mollie Stowe agreed to serve as Vice-Chair. Chairman Jarchow entertained a motion to elect Killian Edward as Chair and Mollie Stowe as Vice-Chair for FY22. Gary Hulion made the motion. Cathryn Smith seconded the motion. The motion was unanimously approved.

Director MacKinney shared the library's draft FY2020 annual report. Corrections were noted. The report will be published on the library's website and brochure copies will be made available to the public.

Director MacKinney announced the next library board meeting would be on May 24, 2021. Director MacKinney informed the board there would be no Library Day at the capitol this year; however, she did contact the library's legislators and thank them for their continued support.

With no further business to discuss, Chair Jarchow entertained a motion to adjourn. Gary Hulion made the motion. Cathryn Smith seconded the motion. The motion was unanimously approved. Chair Jarchow adjourned the meeting at 6:33pm.

Respectfully Submitted,

Leslie Jarchow
Secretary

LJ/lh