Hart County Library

Board of Trustees Meeting

October 9, 2018

**CALL TO ORDER**: Chair Nancy Clark called the meeting to order at 10:30 AM.

**PRESENT**: Those attending were Board members Mary Carter, Nancy Clark, Linda Manning, Kathy Maynard, Morene Sokol, and Rita Smith. Also attending were Assistant Library Director, Jean Mead; and Library Director, Richard Sanders.

**APPROVAL OF AGENDA**: Kathy Maynard moved to approve the agenda. Mary Carter seconded the motion and the motion was approved.

**MINUTES**: The minutes of the September 11, 2018 meeting were read and approved.

**TREASURER’S REPORT**: Director Sanders presented the treasurer’s report. The report was accepted for audit. See attached for full report.

**DIRECTOR’S REPORT**:

* Director Sanders presented the Director’s report. See attached for the full report.
* Assistant Director Jean Mead gave her report (which is also attached). She also reported on the Georgia Library Conference she had attended. Director Sanders pointed out that she is the upcoming chair of the Professional and Continuing Education Committee.
* At this time, Assistant Director Mead read her letter of resignation (which is attached). She thanked the Board for the opportunities she had been given. She will be Assistant Director at the Athens Regional Library. Mary Carter made the motion to give an official thank you to Ms. Mead for all that she has meant and done for the Hart County Library. Seconded by Kathy Maynard, the Board whole-heartedly agreed.

**OLD BUSINESS**:

* Budget Update
* The state requires that organizations maintain a fund that will cover the entirety of employees’ retirement accounts.  Because of this requirement, even though we have $40K in the library’s Georgia Fund I account, the audit will show that we’re overdrawn, because we don’t currently have enough to pay off Director Sander’s retirement, even though Hart County Library isn’t paying his retirement benefits.
* Director Sanders will have to redo the budget, based on eliminating Ms. Mead’s salary, and adding extra hours and a slight raise for staff members who will be taking on more responsibilities.
* Fall Fundraiser – This year's fundraiser will be a family fun event - Saturday, November 3rd from 3:00 PM to 6:00 PM at the Hart County Library. There'll be food, games, prizes, and live music from the Big Teach band. There will also be the annual cakewalk and Raffle Basket drawing. Tickets won’t be sold, but a donation would be welcomed.

**NEW BUSINESS**: - Successor(s) for Assistant Director’s position – Director Sanders informed the Board that he is in the process of interviewing applicants. The plan is to split some of the jobs among staff members. Some will do more administrative work, including the Summer Reading Program. He hopes to hire a new cataloger/desk assistant.

**NEXT MEETING**: The next Board meeting will be November 13, 2018 at 10:30 AM.

**MEETING ADJOURNED**: at 11:30 AM

Respectfully submitted,

Linda Manning, Secretary