Hart County Library

Board of Trustees Meeting

June 29, 2018

**CALL TO ORDER**: Chair Nancy Clark called the meeting to order at 11:00 AM.

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

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

**MINUTES**: The minutes of the June 1, 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. During his report he reported that he had had a conversation with Bob Ridgway on June 25th concerning the Elinor Bond bequest. Mr. Ridgway gave his approval that in addition to children’s books, the funds could also go towards children’s ebooks, books on tapes, and young adult materials. See attached for the full report as well as Assistant Jean Mead’s report.

**OLD BUSINESS**:

* Budget Update - Director Sanders reported that he had mailed a letter to the Frances Wood Wilson Foundation, listing the utility expenditures that the grant money had paid.

**NEW BUSINESS**:

* Cash Rewards Program – Director Sanders proposed that the cash rewards earned from the library credit card go towards paying travel expenses incurred by Director Sanders and Assistant Director Jean Mead when attending library conferences, etc. There was common consent of the Board members that the money be used in this way.
* Signatory Authority form for FY 2019 - Director Sanders presented the Signatory Authority Form, which gives the director permission to sign all contracts and documents pertaining to the library. Motion to approve the form was made by Kathy Maynard and seconded by Mary Carter. The motion was approved, and Chair Nancy Clark signed the form.
* Approval of final FY 2018 budget – Motion made by Rita Smith and seconded by Kathy Maynard to approve was carried.
* Approval of initial FY2019 budget – Motion made by Rita Smith and seconded by Mary Carter to approve was carried.

**NEXT MEETING**: The next Board meeting will be August 14, 2018 at 11:00 AM.

**MEETING ADJOURNED**: at 12:00 PM

Respectfully submitted,

Linda Manning

Secretary