Hart County Library

Board of Trustees Meeting

November 13, 2018

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

**PRESENT**: Those attending to form a quorum were Board members, Nancy Clark, Linda Manning, Kathy Maynard, and Rita Smith. Also attending were CPA, Alesia Burch; Friends of the Library President, Laurie Davis; and Library Director, Richard Sanders.

**APPROVAL OF AGENDA**: Chair Nancy Clark asked to change the order of the agenda to allow Mrs. Burch to discuss the audit report first. Kathy Maynard moved to approve the agenda with the change of order. Linda Manning seconded the motion and the motion was approved.

**AUDIT REPORT FY 2018:**  Alesia Burch of Burch, Crooms & Co. presented the audit report for FY 2018. The report is available at the Library, and copies will be provided to the Library’s funding agencies. Rita Smith moved that the audit be approved as presented. Kathy Maynard seconded and the motion was approved.

**MINUTES**: The minutes of the October 9, 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, as well as the programming data. See attached for the full report.

**OLD BUSINESS**:

* Budget Update
* Director Sanders informed Board members that he was often asked to act as a proctor for individuals taking online tests at the library, such as real estate exams, online college course tests, etc. After a discussion as to whether there should be a charge for this service, Kathy Maynard made the motion to charge $20 beginning January 1, 2019 and Linda Manning seconded the motion. The motion was approved.
* FY 2018/2019 Technology Grant – Director Sanders explained the various items he will be purchasing with the technology grant money. The list is attached.
* Georgia Fund I – Director Sanders explained that he would need to transfer funds to cover the purchase of the technology items. The grant will be awarded as a reimbursement for purchases.
* Assistant Director replacement – Director Sanders has hired Gary Harrison to (partially) replace Jean Mead. He is working part time, so Director Sanders plans to hire another part time person to help with the front desk

**NEW BUSINESS**:

* Director Sanders will be attending a financial training seminar in February, 2019.
* The Board discussed the possibility of an alternative service model for the library (Standalone vs. branch library).

**FRIENDS OF THE LIBRARY:**

* The date for the wine and cheese event will have to be changed because of a conflict with the Chamber of Commerce dinner.
* Tia Athens will be the new FOTL President beginning in January.

**NEXT MEETING**: The next Board meeting will be December 11, 2018 at 10:30 AM.

**MEETING ADJOURNED**: at 11:55 AM

Respectfully submitted,

Linda Manning, Secretary