

**Northeast Georgia Regional Library Board of Trustees
Winter Meeting, January 28, 2020, White County Library, Cleveland**

Present: Northeast Georgia Library System: Delana Knight, Director; Olav Buchel, Chair; Habersham: David Cleghorn, Jessie Owensby, Margie Williamson, Peter Willis; Rabun: Helen Gillespie, Pat Stueck, Jan Timms; Stephens: Billy Chism, Lynn Cox; White: Olav Buchel, Bob Duggan, Linda Erbele, John Roche.

Absent: None.

There were no visitors.

Chair Buchel called the meeting to order at 10:00 AM.

He introduced new board members Billy Chism, Lynn Cox, and Pat Stueck.

Knight warned in the General System Services Reports of an additional 2% budget cut for FY 2021. The 4% reduction for the FY 2020 Georgia Public Library System has affected NEGRLS, especially in circulation, down 6%.

Previous shipments of new books would arrive in 12 to 14 boxes. The purchases now total 4 boxes.

A 23.4% decrease in program attendance was attributed to managerial vacancies and holidays.

The large number of deletions and discards reflect the “weeding process” by Technical Services Librarian John McConnell.

Knight provided detailed information in unfinished business on the Strategic Plan draft.

There was a delay in the plan because consultants failed to follow up on input from the June 2019 retreat.

State co-assistant librarians Wendy Cornelison and Ben Carter met with Knight at her request. They prepared a draft which captured the spirit of the retreat.

Knight noted that the Strategies for technology tools and needs in Goal 3 will use LibTech funds, which are not part of state grants. The state technology grants do not offer as much flexibility because of a short list of approved equipment.

The draft for a 5-year plan was well-received.

Knight will present the draft to the managers of the affiliated libraries in February.

A motion to accept the Strategic Plan draft was approved. (Owensby/Chism).

Minutes of the October 22, 2019, meeting were approved. (Erbele/Owensby).

Knight pointed out in the Cumulative FY2020 report that lines grayed out don't add up to the exact totals of lines 41920 (miscellaneous income) and 43314 (salary grant) because of the timing of a state grant and personnel changes.

The report was approved. (Timms/Owensby).

The Affiliate Library Cash Fund Balance report was approved with no discussion. (Erbele/Stueck).

The nominating committee slate for Board officers was stalled by lack of preparation. The process continued with the entire Board as the committee.

The nominees for the April vote are: chair, Jessie Owensby; vice chair, Jan Timms; secretary, John Roche. New officer two-year terms begin July 2020.

Buchel recognized "the fine work of the committee."

Williamson explained in her Policy and Procedures report that no one expected how much time it takes for revisions to the NEGRLS policy handbook. She showed examples of what has been done to make it sleeker and more readable. The last revision of the full handbook was October 27, 2009.

Two more meetings are scheduled with the goal of an April report.

Knight completed her fifth year as Director on July 1, 2019. There was a discussion, no motion required, on representatives for the annual Director Performance Evaluation committee. They are Erbele, Stueck, and Willis.

The next scheduled meeting is April 28, 2020, at the Rabun County Library in Clayton at 10:00 AM.

Meeting was adjourned at 11:20 AM.

Respectfully submitted,
David A. Cleghorn