



Northeast Georgia Regional Library
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Northeast Georgia Regional Library System (NEGRS) Board of Trustees Meeting

Tuesday, October 26, 2021, 10:00 AM-Toccoa-Stephens County Library

Present: Rabun County: Jan Timms-Chair, Pat Stueck, Helen Gillespie; Habersham County: Wanda Dunn; Stephens County: Billy Chism, Lynn Cox; White County: Olav Buchel, Linda Erbele-Vice-Chair. Northeast Georgia Regional Library System: Delana Knight- Director.

Absent: White County: John Roche-Secretary; Habersham County: Margie Williamson.

Visitors: None.

Chair Timms called the meeting to order at 10:05 AM. Wanda Dunn of Habersham County was recognized as a new Regional Library Board member.

Rob Mundy of Mundy & Company LLC, gave the Agreed Upon Procedures (AUP) report for Northeast Georgia Regional Library System. There were no findings.

Director Knight gave the General Systems Services Report. The Public Service Activity Report showed the change in public service activity year-to-date (July1 – Sept 30) from FY2021 to FY2022. Comparing last fiscal year's activity to the end of FY2021, there are several areas of increased usage in the categories of circulation of print and eBooks, computer usage, wireless internet use, patron registration, and total measured usage. Statistics for the Georgia Library Service for the Print and Disabled (GLS) has been added to the quarterly report. There are 473 GLS patrons region-wide with 2,559 circulations of talking books in the first quarter. The Technical Services Report shows a positive net change of 607 items to our FY2022 collections with a total of 28 additions and 1,632 deletions. Additionally, our system processed 37 Interlibrary loans (loans to and from Non-PINES libraries).

Director Knight gave an update on building projects in the Region:



Stephens: Balance of Stephens County Building Fund at South State Bank: \$184,809.11 as of September 30, 2021.

White: The Fundraising Committee will hold an event at the Cleveland Library this Thursday, October 28 at 6:00 PM. All Regional Library Board members are invited to attend this informative meeting showing the need for a new and expanded library building in Cleveland.

Director Knight outlined some of the activities that demonstrate progress toward her FY22 Performance Goals:

September library card sign-up month: Toccoa Library won the regional Library Card Sign-up Month competition in September with 58 new patron library card registrations. That is a 117% increase over their monthly average for new library card sign-ups! They were rewarded with a pizza party on Friday, October 22 sponsored by the Regional Library System offices.

Winter-themed decorating contest: The Regional Library System will hold a holiday/winter-themed library decorating contest in December with the prize being a \$300 marketing or programming grant. The competition will be announced at the Affiliate Library Managers' meeting on November 3 to give staff plenty of time to plan and decorate their libraries. Four volunteers are needed to judge the decorations that are able to visit all six libraries in early to mid-December.

Leadership Toccoa: Director Knight is participating in the Leadership Toccoa-Stephens County program which began with a meet and greet on September 30 and the Adult Personality profile day at Camp Mikell on October 8. This Friday, October 29, is Community Spotlight Day. The program continues through February 2022.

Unfinished Business:

Chair Timms reported that the Affiliate Participation Agreement committee has reviewed the existing agreement and are recommending minor grammatical revisions. The document will be emailed to Board members for review prior to a vote to approve at the January 2022 meeting.

Director Knight recommended tabling the topic of adding Juneteenth to the 2022 holiday calendar until or if the Governor includes it as an official state holiday in Georgia. The Board membership agreed to table this topic.



New Business:

The minutes from the July 27, 2021 meeting were approved with no changes. (Stueck, Erbele).

Director Knight gave the Cumulative FY2021 for the quarter July 1 – September 30, 2021. The Region brought in more than was spent. Miscellaneous income includes telecom reimbursement (VoIP, DeepFreeze, LibData), the Toccoa partnership, Toccoa employee health insurance premiums, materials reimbursements and the Georgia Public Library Service broadband reimbursements. NEGRLS's cash balance as of September 30, 2021, was \$364,492.39 and the balance of the CD at Pinnacle Bank was \$209,378.15 Approved (Cox, Chism)

Director Knight gave the Affiliate Library Quarter 1 Cash Report. All the affiliates are in good shape. (Stueck, Erbele).

Director Knight proposed opening a \$100,000 certificate of deposit (CD) at Peach State Federal Credit Union for 12 months at a 0.50 interest rate. After Board discussion, a motion was made to open a \$200,000 CD and a \$50,000 CD at Peach State Federal Credit Union for 12 months at a 0.50 interest rate, which requires opening a savings account with a minimum of \$15 for credit union membership. (Chism, Cox) Approved, with one No vote from Buchel.

Lynn Cox was recognized as her term ends for her service on the Regional Library Board.

The meeting adjourned at 10:45 AM.

Respectfully submitted, Delana Knight

A vote to approve the minutes will be made at the next Regional Library Board meeting on January 25, 2022.

