



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

Tuesday, January 25, 2022 10:00 A.M.-Cornelia Library-Habersham County

Present: Habersham County: Wanda Dunn; Rabun County: Pat Stueck, Jan Timms-Chair; Stephens County: Billy Chism, Tim Martin; White County: Linda Erbele-Vice Chair, Olav Buchel, John Roche-Secretary; Northeast Regional Library System: Delana Knight-Director, Michael Metzger-IT Director.

Absent: Margie Williamson.

Tim Martin was recognized as a new Board member. Mr. Martin will represent Stephens County.

In the General Services report, Director Knight reported that comparing year-to-date (October 1 – December 31) from FY2021 to FY2022, there are several areas of increased usage in the categories of Circulation of print and eBooks, wireless internet use, patron registration, and total measured usage. The Technical Services Report shows a negative net change of 411 items to our FY2022 collections with a total of 2,193 additions and 2,604 deletions. Additionally, NEGRLS processed 42 Interlibrary loans (loans to and from Non-PINES libraries).

NEGRLS has scheduled a Region-wide Staff Day for September 30, 2022 and are securing approvals from our county library boards to close the libraries on that day so that all staff may participate.

Unfinished Business:

The Board approved recommendations from committee members (Erbele, Chism, Cox, Timms, Williamson) for revisions to the Affiliate Library Participation agreement. Director Knight will ask for local county library board approval of this document at their April 2022 library board meetings.

The Board will include the Juneteenth Holiday as a holiday on the Regional calendar. The Region will observe the Juneteenth Holiday when the State of Georgia does. (Stueck, Chism)

The Regional IT Director Michael Metzger presented the Regional technology plan. Mr. Metzger provided an overview of what the affiliates in the Region provide to the public from a technological standpoint.

- There are approximately 70 public access computers and Chrome Boxes.

- There are approximately 12 computers that can access the PINES catalog and 30 staff computers.

- There are approximately 19 Chrome Books available for checkout in the Region and each affiliate has 2 to 7 WI-FI hotspots for checkout.

- All six affiliates provide printing and copying services and five affiliates provide scanning and fax services.

- In 2019 and 2020 all affiliates had internet bandwidth increased, VoIP phone systems installed and a better Wi-Fi system installed.

Mr. Metzger presented the principles the Region would use as a guide for the technology plan and the goals the Region would like to implement over the next five years.

The principles would be:

- Employ technologies that enhance customer service and access to library resources and provide operational efficiencies.

- Provide innovative and relevant technologies that provide value to the residents of the Region.

- Maintain technological relevance to the public.

Mr. Metzger presented the technology goals the Region had:

- Develop a standard for technological services that are offered across the Region.

- Grow internet capacity as needed.

- Maintain technology relevance.



- Provide an easier experience for the public through the use of technology.
- Offer self-serve technology such as checkout throughout the Region.
- Increase staff training in technology.

The Board wanted to include cyber security as a goal for the plan. The Board wanted the minutes to reflect how pleased they were with Mr. Metzger's presentation of the plan. (Buchel, Stueck)

The minutes from the October 26,2021 meeting were approved with no changes. (Erbele, Buchel)

Director Knight gave the gave the FY2022 Year to Date report for October through December 2021. The Region brought more income than was spent on expenses. The Region cash balance as of 12/31/21 was \$118,126.56. The Region has three certificates of deposit (CD). The one at Pinnacle Bank was \$209,378.15 and the two at Peach State Federal Credit Union were \$200,158.93 and \$50,039.73. (Stueck, Chism)

Director Knight gave the FY2022 Quarter 2 Affiliate Libraries Fund Balance Report. Director Knight stated all the affiliates are in good shape. (Chism, Buchel)

Pat Stueck and Billy Chism will be the nominating committee for new Board officers. The Board will vote on new officers at the April meeting.

The next Board meeting will be on April 26, 2022 at the White County Library-Helen at 10:00 A.M.

Respectfully submitted, John Roche-Secretary

A vote to approve the minutes will be made at the next Regional Library Board meeting on April 26, 2022.

