



**Northeast Georgia Regional Library System (NEGRLS) Board of Trustees Meeting
Tuesday, October 25, 2022, 10:00 AM – White County Library – Cleveland**

Present: Habersham County: Margie Williamson; Rabun County: Pat Stueck, Jan Timms, Chair; Stephens County: Billy Chism; White County: Olav Buchel, Linda Erbele-Vice Chair; Northeast Georgia Regional Library System: Delana Knight, Director.

Absent: Rabun County: Helen Gillespie; Stephens County: Tim Martin

Chair Timms called the meeting to order at 10:05 AM.

Rob Mundy, MUNDY & COMPANY, LLC – presented the FY22 Agreed Upon Procedures (AUP) Report.

The report verified investments and cash on deposit at year end and noted that they were in accordance with provisions of State Law and verified deposits were properly collateralized on June 30, 2022. However, there was a violation of State of Georgia Secure Deposit Program Policy since the credit union which holds certificates of deposit is not insured under the Federal Deposit Insurance Act.

The recommendation to the Board of Trustees is that the certificates of deposit be moved from the credit union to an FDIC insurance bank. The Board agrees and will follow the recommendation when the CDs mature in November.

General system services report and discussions:

- **Public Service Activity and Technical Services Report:** The chart shows the change in public service activity fiscal year-to-date (July 1, 2022 – September 30, 2022) from FY2022 to FY2023. Comparing this quarter's activity to the first quarter of FY2022, there is increased usage in all categories. This is the first time since closing libraries in 2020 for the Covid pandemic that usage has been up in all categories.

The Technical Services Report shows a positive net change of 1,319 items to our FY2023 collections with a total of 2,310 additions and 991 discards. Additionally, our system processed 21 Interlibrary loans (loans to and from Non-PINES libraries).



- Books placed in Cleveland and Helen Libraries in honor of John Roche's service to the Northeast Georgia Regional Library System:
Ireland: A Luminous Beauty (oversized coffee table book)
Smithsonian's World War II: The Definitive Visual History
- We would like to commemorate Billy Chism's service to the Regional and Stephens County library boards with a book placement as well. Does Billy have a book suggestion or topic that he would like placed in his honor? Billy has a Barbara Kingsolver book he would like placed in the library. Delana will follow up on this.
- NEGRLS has offered a \$500 grant to each of our six affiliated libraries for staff training and/or travel in FY23. Several of our libraries have already taken advantage of this grant by sending staff to the Association of Rural & Small Libraries conference in Chattanooga, TN, and the Georgia Libraries Conference in Macon, Georgia.

Update on Building Projects:

- Stephens: Balance of Stephens County Building Fund at South State Bank: \$186,809.11 as of September 30, 2022. Stephens County Library Board is considering a Major Repair and Renovation (MRR) or Repurposing grant from the state rather than a capital outlay grant to make updates to the library building.
- White: Balance of the White County Building Fund at South State Bank: \$139,158.42 as of September 30, 2022. The building fundraising committee is planning a holiday tour of homes in White County on December 3 from 10 AM to 3 PM.

No Unfinished Business

New Business:

- A. Minutes for the July 26, 2022 regular meeting were approved. (Chism, Erbele)
- B. Director Knight gave the Cumulative FY2023 Report for July – September 2022. (Williamson, Erbele)
- C. Miscellaneous income includes telecom reimbursement (VoIP, DeepFreeze, LibData), Toccoa partnership, Toccoa employee health insurance premium, materials reimbursement, and Georgia Public Library Service (GPLS) broadband reimbursement.



- D. NEGRS's Cash Balance as of September 30, 2022 is \$169,084.66 and the balance of the CD at Pinnacle Bank is \$209,456.63. CDs at Peach State Federal Credit Union have balances of \$200,908.67 and \$50,227.17 as of September 30, 2022. At maturity (November 3, 2022) CD balances will be \$201,022.23 and 50,250.56.
- E. Director Knight gave the Affiliate Library Cash Fund Balance Report for the Quarter 1. (Williamson, Chism)
- F. Addition of provisions for Public Comment in the Bylaws was discussed and approved as amended (Williamson, Chism)

Marti's Law Binder -- § 5.17 Public Comment Often, citizens wish to speak or make presentations during library board meetings. Georgia's Open Meetings Act does not require the board to allow public participation in the meeting. The law requires that the public be given access to the meeting and be allowed to make sound or visual recordings. O.C.G.A. § 50-14-1(c). Whether a library board will allow public comment and what time limitations apply should be addressed in the library's bylaws.

Currently, NEGRS's Bylaws do not include any provision for public comment. I request that a Bylaws committee appointed by the Chair, recommend an addition to the Bylaws to address whether or not public comments are allowed at regional library board meetings, and if so, how long will be allowed for each person to speak. Additionally, whether there a limit of how many people will be allowed to speak at a single meeting.

- G. Proposed policy revision to Reconsideration of Library Materials approved (Chism, Erbele)
- H. Appoint, committee to pursue region-wide outreach project.
Chair Timms appointed Buchel and Williamson.
- I. Transfer CDs at Peach State Federal Credit Union to another bank that is FDIC insured (Buchel, Chism)
The Board gave Delana Knight, Regional Director of the Northeast Georgia Library System the authority to choose a bank that addresses the recommendation from the AUP to transfer the CDs from the credit union to an FDIC insured bank.

The meeting adjourned at 11:30 AM.

The next Board meeting will be on January 24, 2023 at 10:00 AM at Rabun County Library.

A vote to approve the minutes will be taken at the January 24, 2023 Regional Library Board meeting.

