



Regional Library Board meeting January 23, 2024 – Clarkesville-Habersham County Library

Present: Habersham County: Wanda Dunn; Rabun County: Jan Timms, Chair, Pat Stueck, Secretary; Stephens County: Lynn Cox, Tim Martin, Russell Wash; White County: Olav Buchel, Linda Eberle, Vice-Chair, Cindy Williams; Northeast Georgia Regional System: Delana Knight, Director.

Absent: Rabun County: Helen Gillespie; Habersham: Margaret Williamson.

Welcome to new members and visitors: none

4. General reports and discussions:

- Public Service Activity and Technical Services Report: The chart shows the change in public service activity year-to-date, October 1 – December 31, 2023. I do not believe that the Wi-Fi statistics are correct this quarter and are added to incorrect stats from Q1, which affects the Total Measured Usage. We are still working with NGN to correct the problem and will be discussing this with all of the managers at our February meeting to ensure that everyone is counting these stats the same way. The Technical Services Report shows a negative net change of 2,061 items to our FY2024 second-quarter collections with a total of 2,011 additions and 4,072 deletions. The Bookmobile accounts for 388 new additions to our collections. Our system processed 39 Interlibrary loans in the second quarter (loans to and from Non-PINES libraries).
- State Budget – The Governor's amended budget for FY24 and FY25 includes funds to cover the SHBP employer's share increase for the state-reimbursed positions. Additionally, the state-reimbursed positions in our funding formula are included in a 4% COLA increase for state employees for FY25. If these funds are still included when the budget passes the House and Senate, you will see these increases reflected in the Regional Library budget that I will present at the April meeting.
- Building fund updates –
White: The library building fundraising committee's account balance was \$168,827.52 as of December 31, 2023.
Stephens: Balance of Stephens County Building Fund at South State Bank: \$71,834.12 as of December 31, 2023.

No Unfinished Business



6. New Business

- A. Minutes for the October 24, 2023 regular meeting were approved (Erbele, Cox)
- B. Cumulative FY2024 Report, October 1 – December 31, 2023 was accepted (Martin, Erbele)

- 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.
- NEGRS's Cash Balance as of December 31, 2023, is \$228,874.57 and the balance of the CD at Pinnacle Bank is \$210,164.13. The new checking account at Traditions Bank for the Bookmobile had a balance of \$158,037.56 on December 31, 2023.

- C. Affiliate Library Quarter2 Cash Fund Balance Report was accepted (Stueck, Buchel)

- D. Select Personnel Committee for Director Performance Evaluation
The personnel committee will include Wanda Dunn (Habersham). Linda Eberle (White), and Pat Stueck (Rabun).

- E. Nominate a slate of officers to begin terms in July 2024

The following trustees volunteered to serve as officers beginning July 2024. They will be formally approved at the April meeting.

Chair, Linda Eberle (White)

Vice Chair, Lynn Cox (Stephens)

Secretary, Cindy Williams (White)

- F. Select Committee to review the Regional Vacation Leave policy.

Lynn Cox (Stephens) and Russ Wash (Stephens) agreed to serve on the vacation leave policy committee. Lynn and Russ will look at the vacation leave policies of the 5 libraries within our region as well as the Regional Board's policy. They will report back to the board with recommendations.



G. Bookmobile Circulation policy

Delana Knight proposed a circulation policy for the new Bookmobile. The policy was approved as submitted (Dunn, Martin).

H. Russ Wash – Bookmobile sponsorship letter and documents

Russ Wash has spoken with Fieldale Farms about an annual bookmobile sponsorship. Outreach Manager, Jenny Brooks created a sponsorship packet to use when seeking this and other corporate sponsorships. The Board reviewed the materials along with a letter Russ presented for Trustee signatures as we reach out for sponsorships and donations. After some discussion, it was decided that the letter needed some minor revisions. Russ and Delana will work on the letter and procure the Trustees' signatures.

The meeting was adjourned at 11:29 AM.

The next Regional Library Board meeting will be Tuesday, April 23, 2024 at 10:00 AM at White County Library – Helen.

A vote to approve the minutes will be taken at the April 23, 2024 Regional Library Board meeting.

