

**Northeast Georgia Regional Library System (NEGRLS) Board of Trustees Meeting Tuesday,
October 22, 2024, 10:00 AM – Toccoa-Stephens County Library**

The meeting was called to order at 10:00 AM by Chairperson Linda Erbele.

Present: Rabun County: Jan Timms, Pat Stueck; Stephens County: Lynn Cox, Russell Wash; White County: Annette Dixon, Linda Erbele, Chairperson, Northeast Georgia Regional System: Delana Knight, Director.

Visitors: Darlene York, Toccoa-Stephens County Assistant Manager; Rob Mundy, CPA Mundy & Company, LLC

Absent: Stephens County: Tim Martin; Habersham County: Wanda Dunn; White County: Olav Buchel.

Rob Mundy, CPA Mundy & Company, LLC, presented the FY2024 Agreed Upon Procedures (AUP) report for the Northeast Georgia Regional Library System. He reported No Findings on all procedures and complemented the work of Stacey Naddor, NEGRLS Business Manager.

- **Region-Wide Public Service Activity and Technical Services Report:** FY2025 Quarter 1 showed a positive change in public service activity year-to-date, July 1 to September 30, 2024 in circulation of physical and electronic materials, program attendance, and patron registration. New Wi-Fi data collection software has been updated to give more accurate usage stats, but they are not comparable to FY24 stats. Due to this, FY24 wi-fi statistics were not included in the report. The Technical Services Report showed a positive net change of 275 items to our FY2025 collections with a total of 2,007 additions and 1,732 deletions. The regional office processed 38 Interlibrary loans in FY2025 (loans to and from Non-PINES libraries).
- **Bookmobile/ABOS conference:** Circulation, patron registrations and programming from the bookmobile are included in the Public Activity Report and account for 764 circulations, 70 new patrons, and 1,730 patrons attending programs in the first quarter. Additionally, 200 books have been added to the bookmobile collection this quarter. At the last regional board meeting we discussed a fallen shelf in the bookmobile. Rather than replacing the shelves, Olav Buchel repaired the existing shelves for under \$50 and they are much more secure now. Jenny attended the Association of Bookmobile and Outreach Services conference in Indianapolis last week. She had a great trip, learned a lot, and made many new connections.
- Stacey Naddor (Business manager) and Jenny Brooks (Bookmobile manager) have planned programming for the Region-wide staff day on November 8 at the Reflections event venue in Toccoa. Fredda Wheeler of the Stephens County Library Board helped us secure the venue at no cost. The day will include a GLS petting zoo, Keynote by Tracy Walker on telling our



library's story in collaboration with the marketing team from Georgia Public Library Service, regional staff presentations on HR, cataloging, and technology, and a presentation from Avita on helping patrons that are experiencing a mental health crisis.

- Building fund updates – White: The library building fundraising committee's account balance was \$199,699.70 as of September 30, 2024.
- NEGRLS's Cash Balance as of September 30, 2024, is \$265,948.55 and the balance of the CD at Pinnacle Bank is \$211,194.58. The checking account at Traditions Bank for the Bookmobile had a balance of \$111,400.42 on September 30, 2024.

Unfinished Business – None

New Business

- Minutes from July 23, 2024 regular meeting were approved (Stueck, Timms).
- Cumulative FY2025 Report, July 1 – September 30, 2024 was approved (Wash, Timms)
- Affiliate Library Quarter 1 Cash Fund Balance Report was accepted (Timms, Stueck).
- Strategic Planning - The current strategic plan for the regional library system will expire after 2025 and Director Knight would like to form a committee with representatives from each of our counties to create an updated plan. The committee will discuss what method of strategic planning is preferred and invite community members to be a part of the planning team. Lynn Cox (Stephens), Pat Stueck (Rabun) and Annette Dixon (White) volunteered to be on the Strategic Planning committee. Wanda Dunn (Habersham) will be asked to join the committee as well. A meeting of the committee will be scheduled for January 2025.
- Unattended Children policy – A proposal to revise the region-wide Unattended Children policy was submitted by Helen Library Manager, Rebecca Grizzle. The Board discussed the proposal and will seek input from their affiliated library staffs in preparation for a vote at the January regional library board meeting.

The next Regional Library Board meeting will be Tuesday, January 28, 2025 at 10:00 AM at Cornelia-Habersham County Public Library.

The meeting was adjourned by Chairperson Erbele at 11:00.

A vote to approve the minutes will be taken at the January 28, 2025 Regional Library Board meeting.

