



Regional Library Board meeting October 28, 2025
Rabun County Library

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

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

Guests: Kristi Early, Margaret Howard, Dyana Costello Banks.

4. General reports and discussions:

- Public Service Activity and Technical Services Report: The chart showed the change in public service activity year-to-date, July 1, 2025 to September 30, 2025. With the exception of Physical item circulation, which was down by 2.8%, all statistics showed an increased usage. The Technical Services Report showed a positive net change of 542 items to our FY2026 Q1 collections with a total of 2,139 additions and 1,597 deletions. Our system has processed 26 Interlibrary loans in Q1 (loans to and from Non-PINES libraries).
- Bookmobile: Circulation, patron registrations and programming from the bookmobile were included in the Public Activity Report and account for 800 circulations, 70 new patrons, and 1,730 patrons attending programs in FY2026 Q1. Additionally, 153 books have been added to the bookmobile collection this quarter. This quarter the Bookmobile traveled 1,964 miles for an average of 655 miles per month.
- We continue to have issues with the bookmobile shelving and have sought quotes for updating the shelves. Acore Shelving submitted bids priced between \$9,600 and \$11,749, but the prices do not include installation. Two additional companies have responded to our request for bids but do not work on the ProMaster vans. We continue to explore solutions for new shelving.
- Jenny Brooks, the Bookmobile and Outreach manager, attended the Association for Bookmobile and Outreach Services (ABOS) conference in St. Louis in October. Jenny attended the 2024 conference and made connections that led to her being invited to submit a proposal to present a program at the 2025 conference. Her presentation, "I Survived: The Bookmobile Diaries — Year One", was selected. As a conference presenter, Jenny received discounted pricing to attend the full conference.



- The next Region-wide Staff Day for all library employees will be Friday, October 2, 2026. The date has been set in advance to allow library managers to seek local library board approval to close the libraries on that day.

5. New Business

- A. Minutes – July 22, 2025 At the July meeting, the Board approved closing the Pinnacle Bank CD and moving the funds to Bank OZK based on my recommendation. However, the Director learned after the meeting that the rates offered at Bank OZK were for personal, not business accounts. She asked the Executive Committee to meet and update the approved motion to allow me to open a new CD at another bank. The committee can see the Executive Committee approved motion highlighted in the minutes from the July meeting (pg 6).

A motion was made and approved to accept the minutes.(Martin,Stueck)

B. Cumulative FY2025 Report, July 1, 2025 – September 30, 2025

- Miscellaneous income included telecom reimbursement (VoIP, DeepFreeze, LibData), Toccoa partnership, Toccoa employee health insurance premium, reimbursements for materials and technology, and Georgia Public Library Service (GPLS) broadband reimbursement.
- NEGRLS's Cash Balance as of September 30, 2025, was \$230,697.31. The CD at Pinnacle Bank has been closed. A new CD was opened on October 10, 2025 at First Citizens Bank and has a balance of \$213,662.82 at 3.5% for 12 months. The checking account at Traditions Bank for the Bookmobile had a balance of \$98,903.17.

A motion was made to accept the Cumulative FY2025 Report.(Timms, Wash) Motion was passed.

B. Bookmobile budget – add account #55900, Other purchased services

- The approved FY2026 budget for the Bookmobile does not include an account for miscellaneous purchases (e.g. conference fees). Director requested the addition of account #55900, Other purchased services, and to lower the supply budget to allow \$1000.00 in Other purchased services. The Supply budget is currently approved at \$6000.The Director proposed decreasing that amount to \$5000 and adding \$1000 for Other purchased services.



- Although we have a budget line for Dues & Fees, our Chart of Accounts specifically says not to include conference registration fees that are reimbursed to employees for travel expenses in this category.

A motion was made to accept the bookmobile budget. (Stueck, Timms) Motion passed.

C. Affiliate Library Quarter 4 Cash Fund Balance Report

A motion was made to accept the Affiliate Library Quarter 4 Cash Fund Balance Report. (Martin, Timms) The motion passed.

D. Strategic Planning – committee presentation

The strategic planning committee held a community event in August to gather input for an updated Strategic Plan. The Committee recommends the 2026-2031 Strategic Plan draft for approval.

A motion was made to accept the committee's recommendation of the updated 2026-2031 Strategic Plan. (Struck, Cox)

5. Unfinished Business

E. Social Media Policy update

A motion was made to table the Social Media update until the next meeting. (Stueck, Dixon) The motion passed.

The next Regional Library Board meeting will be Tuesday, January 27, 2026 at 10:00 AM at White County Public Library - Helen. The meeting was adjourned at 11:55 AM.

