

**Catoosa County Library
Board of Trustees
Regular Meeting Minutes
April 18, 2017 3:30 P.M.**

Members Present: Sarah Hutelin, Cherise Miller, Sharon Anderson, A’Lisa Ratledge and Jim Walker

Others Present: Richard Groves, Director

Call to Order: Sarah Hutelin, Chair, called the meeting to order at 3:30 P.M. A quorum was present.

Approval of Agenda: Ms. Hutelin moved to move Information Items to after Old Business. The Agenda of the April 18, 2017 meeting was approved unanimously as amended, motioned by Mr. Walker, 2nd by Ms. Anderson.

Approval of Minutes: The Minutes of the January 17, 2017 meeting was unanimously approved, motioned by Ms. Anderson, 2nd by Ms. Miller.

Approval of Director’s Report: Richard Groves, Library Director, presented the April 2017 directors report. A copy is included in packet and incorporated by reference.

- State funding will see a small increase next year, but the federal budget includes cuts to funding that the state uses to pay for PINES and other services.
- The library has recently added new tween programming similar to existing teen programs.
- The library was invited to do a program at the Ringgold McDonald’s in early April. A portion of all proceeds from that night will be donated back to the library to use for future programming.

The Director’s Report was unanimously accepted, motioned by Mr. Walker, 2nd by Ms. Anderson.

Discussion Items:

The director handed out copies of the evaluation instrument used last year. Everyone agreed to drop off completed applications at the library or county administration building within four weeks. Mr. Walker will compile the evaluations and meet with the director.

Action Items:

New Library Signage

- The director presented a three proposals provided by Flash Graphics.
- Ms. Miller and Ms. Ratledge stated that they preferred the larger letters in the third option.
- Everyone agreed that they were glad to see the entire name included.

- Ms. Ratledge motioned that the board approve the third design, 2nd by Ms. Anderson. The motion carried unanimously.

Board Approval of Meetings and Conferences:

- The director requested to attend Georgia Public Library Directors meeting in Columbus, GA May 16-19. The item was unanimously approved, motioned by Mr. Walker, 2nd by Ms. Ratledge.

Old Business:

Question of having a county vehicle assigned to the library:

Mr. Walker stated that the county is in the process of acquiring new vehicles and he plans to reassign an older vehicle to the library.

Library storage:

Mr. Walker said that he is still looking for available space in county buildings.

Information Items:

Budget Report: Richard Groves, Director presented the budget report. A copy of the report is included in packet and incorporated by reference.

- The library only has financial reports for the period of (July-March), but library expenses were on track with expectations.

Statistics Report: Richard Groves, Director, presented the statistics report. A copy of the report is included in packet and incorporated by reference.

- Most of the measures are up significantly as compared to the same period in the previous fiscal year.

Public Comments: None

Trustee Comments: None

Next Meeting Date: August 1, 2017 at 3:30 P.M.

Adjourn – Mr. Walker made a motion to adjourn the meeting, seconded by Ms. Miller. Motion approved by unanimous consent. Meeting adjourned at 4:08 P.M.

Documents Attached:

- Director's Report
- Budget Report
- Statistics Report

Minutes Submitted by: A'Lisa Ratledge

Approved: _____ Date: _____