

**Catoosa County Library  
Board of Trustees  
Regular Meeting Minutes  
April 17, 2018 4:00 P.M.**

**Members Present:** Sarah Hutelin, Cherise Miller, A’Lisa Ratledge, and Steven Henry

**Others Present:** Richard Groves, Director. Phillis Williams.

**Call to Order:** Sarah Hutelin, Chair, called the meeting to order at 4:05 P.M. and welcomed Steven Henry to the board. A quorum was present.

**Approval of Agenda:** The Agenda of the April 17, 2018 meeting was approved unanimously, motioned by Ms. Ratledge, 2<sup>nd</sup> by Ms. Miller.

**Approval of Minutes:** The Minutes of the February 20, 2018 meeting were unanimously approved, motioned by Ms. Miller, 2<sup>nd</sup> by Ms. Ratledge.

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

- The report included an update on the upcoming strategic planning retreat
- Plans for the summer reading program were discussed
- The library finally has a quiet reading area in the adult section

The Director’s Report was unanimously accepted, motioned by Ms. Ratledge, 2<sup>nd</sup> by Ms. Hutelin.

**Information Items:**

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

- Library spending is in line with where the library is in its fiscal year

**Statistics Report:** Richard Groves, Director, presented the statistics report. A copy of the report is included in packet and incorporated by reference. Circulation, program attendance and new card registrations all continue to increase

**Discussion Items:**

NONE

**Action Items:**

NONE

**Old Business:**

The board was all invited to attend the strategic planning retreat at the Catoosa County Learning Center on Friday, May 4.

**Public Comments:** None

**Trustee Comments:** None

Next Meeting Date: July 17, 2018 at 4:00 P.M.

Adjourn – Ms. Ratledge made a motion to adjourn the meeting, seconded by Ms. Hutelin. Motion approved by unanimous consent. Meeting adjourned at 4:25 P.M.

Documents Attached:

- Director's Report
- Budget Report
- Statistics Report

Minutes Submitted by: A'Lisa Ratledge

Approved: \_\_\_\_\_ Date: \_\_\_\_\_