

**CATOOSA COUNTY LIBRARY  
BOARD OF TRUSTEES  
Called Board Meeting  
May 7, 2024 – 4:00 p.m.**

**Meeting Minutes**

**Members Present:** Shirley Smith (Chair), Karen Willis (Vice-Chair), Chuck Harris, and Rachel Lamar

**Others Present:** Sarah Holmes (Director) and Meghan Herbel (Assistant Director)

- I. **Call to Order:** Shirley Smith, Board Chair, called the meeting to order at 4:09 p.m. A quorum was present.
  
- II. **Approval of Agenda:** Mr. Harris made a motion to approve the agenda, Ms. Lamar seconded, and the motion was approved unanimously.
  
- III. **Executive Session to Discuss Personnel:** Ms. Willis made a motion to move into an Executive Session at 4:10 p.m. to discuss personnel. The motion was seconded by Mr. Harris and approved unanimously.

Mr. Harris made a motion to leave the Executive Session at 4:44 p.m. The motion was seconded by Ms. Lamar and approved with unanimous consent.

- IV. **Discussion item:**
  - A. **Library Director Evaluation:** Ms. Smith presented the completed director evaluation to Ms. Holmes. Ms. Smith and the board voiced their approval of Ms. Holmes performance and celebrated accomplishments of the library and staff over the past year. There was brief discussion about upcoming projects such as the reopening of the Genealogy Room, the Storytime Corner, and the much anticipated future expansion planning.

V. **Public Comments:** None

VI. **Trustee Comments:** None

VII. **Next Meeting Date:** July 17, 2024 at 1:00 p.m. in the library meeting room

VIII. **Adjourn:** Ms. Lamar made a motion to adjourn the meeting at 4:57 p.m. The motion was seconded by Mr. Harris and approved unanimously.

Minutes Submitted by: Sarah Holmes

Approved: Shirley Smith Date: 7-17-2024