

**Catoosa County Library
Board of Trustees
Regular Meeting Minutes
October 18, 2016 3:30 P.M.**

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

Others Present: Richard Groves, Director, Shannon Neal, and Brandy Wyatt

Call to Order: Sarah Hutelin, Chair, called the meeting to order at 3:33 P.M. A quorum was present.

Approval of Agenda: The Agenda of the October 18, 2016 meeting was unanimously approved, motioned by Sharon, 2nd by A’Lisa.

Approval of Minutes: The Minutes of the July 19, 2016 meeting was unanimously approved, motioned by Jim, 2nd by Sharon.

Approval of Director’s Report: Richard Groves, Library Director, presented the October 2016 directors report. A copy is included in packet and incorporated by reference.

- Introduced new Youth Coordinator, Shannon Neal.
- Festival of Trees is the next large library event. Events include a visit from Santa, a family holiday party, a concert by the Chattanooga Symphony-Opera’s string quintet, as well as a performance by the Woodstation Singers.
- A new wireless network was installed in early October. The upgrade includes 12 access points and for the first time covers the entire library. Eighty percent of the cost is paid by the Federal Government with a 20% local match paid by GPLS.
- The next technology upgrade is a new patron computer system that will be live in a few weeks online.
- The library received a STEAM Grant from GPLS for \$4500, which is going toward building a maker lounge in a previously under-used part of the library.
- Georgia libraries have a new partnership with Emory’s Carlos museum. Each location will have a pass to checkout for 6 people to visit for free.
- The library is closing for 17th & 18th for maintenance and decorating the library.

The Director’s Report was unanimously approved, motioned by Cherise, 2nd by A’Lisa.

Information Items:

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

- No real changes. SPLOST has over \$240,000 left. These funds can be used to purchase books or equipment such as shelving or computers.
- The library is not submitting any book orders in September or October due to the end of the county’s fiscal year.

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 first quarter (July-September) of the prior year. Overdrive use is finally starting to take off.

Discussion Items:

Action Items:

Board Approval of Meetings and Conferences: The next Georgia public library director's meeting will be in Savannah December 7 – 9th. The American Library Association Mid-Winter meeting is being held in Atlanta in January. The library requested for three staff members (Director, Youth Services Coordinator, and Young Adult Coordinator) to attend. Sharon made motion to approve, A'Lisa 2nd, all in favor.

Old Business: None

Public Comments: None

Trustee Comments: None

Next Meeting Date: January 17, 2017 at 3:30 P.M.

Adjourn – A'Lisa made a motion to adjourn the meeting, Jim 2nd. Motion approved by unanimous consent. Meeting adjourned at 4:06 P.M.

Documents Attached:

- Director's Report
- Budget Report
- Statistics Report

Minutes Submitted by:

A'Lisa Ratledge

Approved: _____ Date: _____