

**CATOOSA COUNTY LIBRARY  
BOARD OF TRUSTEES  
Board Meeting  
June 11, 2025 – 3:30 p.m.**

**Meeting Minutes**

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

**Others Present:** Sarah Holmes (Director)

- I. **Call to Order:** Shirley Smith, Board Chair, called the meeting to order at 3:32 P.M. A quorum was present.
- II. **Approval of Agenda:** Mr. Harris made a motion to approve the agenda, which was seconded by Ms. Lamar and approved by unanimous consent.
- III. **Executive Session to Discuss Personnel:** Ms. Anderson made a motion to move into Executive at 3:33 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 4:10 p.m. The motion was seconded by Ms. Willis and approved unanimously.

- IV. **Discussion Item:**
  - a. **Library Director Evaluation:** Ms. Smith provided Ms. Holmes with the completed director evaluation. Following this, the board and Ms. Smith engaged in a brief discussion regarding director compensation, specifically the possibility of a raise for Ms. Holmes. It was clarified that, as Ms. Holmes' position is state-reimbursed, her salary is fixed. Ms. Holmes expressed her gratitude for the board's ongoing support of the library. Additionally, Ms. Smith highlighted the Catoosa County Library's success in cultivating strong community partnerships.
- V. **Action Items:**
  - a. **Approval of FY2025 Amended Budget and FY2026 Proposed Library Budget to begin July 1, 2025:** Ms. Holmes outlined the amended FY2025 budget, which includes the addition of the CSLP and Lib Tech grants, along with the additional system services grant (SSG) funds. The proposed FY2026 budget was also presented. Ms. Holmes noted that while the state budget allocations were finalized, the general fund was projected based on the previous year's figures, with anticipated salary increases for staff and minor line item adjustments. Ms. Holmes further suggested utilizing SSG funds for a new library vehicle and SPLOST funds for materials. Following a brief discussion on approved SPLOST expenditures and the county vehicle bid process, Ms. Lamar moved to approve both the FY2025 Amended Budget and the FY2026 Budget as presented. Mr. Harris seconded the motion, which passed unanimously.
  - b. **Approval of FY2026 Director Salary Approval Form:** Ms. Holmes presented this form and salary to the board. Ms. Anderson made a motion to approve the FY 2026 Library Director Salary and Benefits as follows:

Director Salary	\$82,941.18
Director Benefits	\$47,137.41
Director Total	\$130,078.59

Ms. Willis seconded the motion, and the FY 2026 Library Director salary was approved unanimously.

VI. **Public Comments:** None

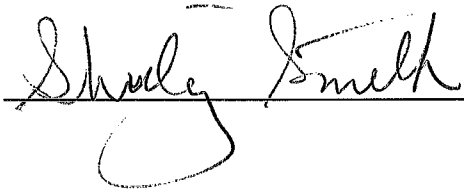
VII. **Trustee Comments:** None

VIII. **Next Meeting Date:** Wednesday, July 16, 2025 at 3:30 p.m.

IX. **Adjourn:** Mr. Harris made a motion to adjourn the meeting at 4:35 p.m. The motion was seconded by Ms. Lamar and approved with unanimous consent.

Minutes submitted by: Sarah Holmes

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

A handwritten signature in black ink, appearing to read "Shady Smith", written over a horizontal line.

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

7-16-2025