CATOOSA COUNTY LIBRARY
BOARD OF TRUSTEES
Board Meeting Minutes
April 15, 2026 – 3:30 p.m.

MINUTES

Members Present: Shirley Smith, Rachel Lamar, Karen Willis, and Randall Farrell

Others Present: Sarah Holmes and Kara Thompson

I. **Call to Order:** Shirley Smith, Board Chair, called the meeting to order at 3:34 p.m. A quorum was present.

II. **Approval of Agenda:** After a brief review, Mr. Farrell made a motion to approve the agenda. The motion was seconded by Ms. Willis and approved with unanimous consent.

III. **Approval of Minutes:**

a. **Regular Meeting on January 21, 2026 -** After a brief review, Ms. Willis made a motion to approve the agenda. The motion was seconded by Mr. Farrell and approved with unanimous consent.

IV. **Approval of Director's Report:**

a. Ms. Holmes gave the Board an update on the FY26 LibTech grant and the expansion of the Library's partnerships, including a new experience pass and Summer Reading Program sponsorships. She also provided updates on recent staff activities as well as new staff members.

Ms. Holmes provided budget updates regarding services provided by the state, such as the statewide courier system and increases for both GALILEO and SHBP. She also informed the Board that salary supplements for state-reimbursed positions had been approved.

Ms. Holmes provided additional state news about recent legislation and the State Librarian Julie Walker's retirement.

A copy of the report is included in the packet and incorporated by reference. Ms. Lamar made a motion to accept the director's report. Ms. Willis seconded the motion, and the report was approved unanimously.

V. **Information Items:**

a. **Budget Report:** A copy of the report is included in the packet and incorporated by reference. Ms. Holmes provided an overview of fund allocation and differing fiscal year structures. Limited discussion was had regarding staff pay and overtime.

b. **Statistics Report:** A copy of the report is included in the packet and incorporated by reference.

c. **Certifications Regarding Debarment, Suspension and other responsibility matters; Drug-Free Workplace Requirements; Lobbying; Federal Debt Status; and**

Nondiscrimination: Ms. Holmes shared a copy of this document for review as part of the Annual Documents submitted for grant fund compliance.

d. **FY25 Agreed-Upon Procedures (AUP):** A copy of the FY25 AUP report is included in the packet and incorporated by reference. Ms. Holmes shared that the library's FY25 AUP was completed successfully with no findings.

VI. **Discussion Items:**

a. **Library Director Evaluation**: A copy of the required document is included. Trustees decided to complete the form individually and meet at the June 2nd called meeting to complete the evaluation together.

VII. **Action Items:**

a. **Approval to wrap the Catoosa County Library vehicle (2026 Dodge Durango):** Ms. Holmes presented this item to the board. Mr. Farrell made a motion to approve. Ms. Lamar seconded, and it was approved with unanimous consent.

b. **Ratify Approval of Request for Director travel to Spring Library Directors' Meeting-Columbus, GA:** Ms. Holmes presented this item to the board. Ms. Willis made a motion to approve. Ms. Lamar seconded, and it was approved with unanimous consent.

c. **Approval of FY2027 Application for State Aid to Public Libraries**: Ms. Holmes presented this item to the board. Ms. Lamar made a motion to approve. Mr. Farrell seconded, and it was approved with unanimous consent.

d. **Approval of FY2027 Signature Authority**: Ms. Holmes presented this item to the board. Ms. Willis made a motion to approve. Ms. Lamar seconded, and it was approved with unanimous consent.

VIII. **Public Comments**: N/A

IX. **Trustee Comments**: N/A

X. **Next Meeting Date**: Called Meeting on Tuesday, June 2, at 3:30 p.m. in the Library's Meeting Room to cover the Library Director's annual evaluation, the FY2026 Amended Budget and FY2027 Proposed Library Budget to begin July 1, 2026, and the FY2027 Director Salary Approval Form. Regular Meeting on Wednesday, July 15, at 3:30 p.m. in the Library's Meeting Room

XI. **Adjourn**: The meeting was adjourned at 5:00 p.m. after a motion was made by Ms. Willis and a second by Ms. Lamar. The motion was approved unanimously.

Minutes submitted by: Kara Thompson

Approved: Shelley Smith Date: 7-15-2026