

Pulaski County Library System  
Board of Trustees Meeting  
November 28, 2017

Charles and Ona B. Free Memorial Library

Trustees Present: Laura Walters, Chair; Lynne Clark; Margaret Spradlin; Parks Lanier, Jr.; Kevin Siers; Meagan Pratt

Trustees Absent: Robert Bopp; Nancy Hudson; Penny Golden

Staff Present: Carol Smith; Sally Warburton

- I. Call to Order: Laura Walters called the meeting to order at the Charles and Ona B. Free Memorial Library On November 28, 2017.
- II. Approval of Minutes: Laura called for the approval of minutes from the August 29, 2017 meeting and the September 26, 2017 meeting. Parks Lanier so moved and Lynne Clark seconded the motion which passed with no changes to the minutes.
- III. Library Reports: The following reports were reviewed by the Trustees and a copy of each is filed with the minutes of this meeting at the Pulaski Library.
  - A. Expenditures: Sally pointed out several line items with negative balances, especially the Office Supplies. There was a large payment for toner for the printer. Sally will contact Diane Newby, Finance Director, to discuss how to deal with future purchases to this line item.
  - B. Statistics
  - C. Director
  - D. Dublin Branch
  - E. Public Services
  - F. Youth Services: Lynne and Sally commented upon the importance of the Library's partnership with the Pulaski Elementary School After School Program. The library visits PES twice a month with books that are left for the children to use for two weeks when new books are brought and the old books return to the library. Jena Hardy Coalson reads to the younger children when she is there and Lynne Clark reads to them on alternating weeks.
  - G. Technology: Carol mentioned that the technology classes will begin again in January. Attendance has been sporadic, but those who attend seem to appreciate the help.
- IV. Follow-up to Previous Meetings and Other Reports:
  - A. Circulation Assistant Position and Clerk's Position: These positions have been filled. Judy Baker has accepted the full-time position at Pulaski Library and Sharon Johnston will fill the part-time position at Dublin Library.
  - B. Fire Marshall Inspection: The Pulaski Library has passed inspection
  - C. Bibliostat: The report was passed so Trustees could see the extent of the report which is completed yearly for the State Library as one of the requirements for State Aid.

V. New Business:

- A. FY 2019 Estimated State Aid to Localities: State Aid FY 2018 is \$143,552, estimated State Aid FY 2019 is \$129,852. A brief discussion ensued regarding how State Aid is calculated. More information will be provided at the January meeting.
  - B. New members: Laura Walters has completed her second term with the Library Board and will be coming off the board. Robert Bopp has completed his 1<sup>st</sup> Term. Sally will contact him regarding his wishes to remain on the board or not. The Board agreed that Penny Golden has not attended meetings and a replacement for her will be requested. Nancy Hudson has informed the Board that due to her husband's illness she is submitting her resignation. The Board suggested that we wait a few months in the hope that she will be able to return to her post. Sally will follow-up with Ashley Edmunds, Board of Supervisors' recorder to add this issue to the Board of Supervisor's agenda.
  - C. Board officers: Margaret Spradlin has agreed to assume the Board Chair position after the first of the year, and Lynne Clark has agreed to serve as vice-chair.
- VI. Adjournment: There being no further business, Parks moved for adjournment and Margaret seconded the motion.

Respectfully submitted  
Laura Walters, Chair  
Sally Warburton, Recorder

Approved: January 30, 2018