

Pulaski County Library System
Library Board of Trustees
Minutes
October 25, 2011
Pulaski County Library

Trustees Present: Nancy Hudson, Chair; John Freeman; Margaret Spradlin; Joseph Slaughter; Elinor Farmer; and Laura Walters

Trustees Absent: Mason Vaughan, Jr., Vice-Chair; Martha Jackson; Robert Becker

Staff Present: Sally Warburton; Carol Smith

Guests Present: Mary Catherine Stout, President of the Friends of the Library

- I. Call to Order and Welcome: Nancy Hudson called the meeting of the Pulaski County Library System Board of Trustees to order at 5:00 pm on Tuesday, October 25, 2011 at the Pulaski County Library and greeted Ms. Stout.
- II. Approval of Minutes: Elinor Farmer moved that the minutes of September 27, 2011 be approved as written. John Freeman seconded the motion and it passed.
- III. Library Reports: The following reports were reviewed by the Trustees present. A copy of each report is filed with the record of this meeting at the Pulaski County Library.
 - A. Expenditures: The rollover funds have been approved but will not be reallocated until after the completion of the county audit.
 - B. Statistics: Nancy Hudson asked for an explanation of the overdue process. Patrons with books that are overdue for a week receive a phone call reminding them to return the books. After two weeks the patron receives a letter. Staff is considering a debt set-off option or Unique Collection Agency as options to get overdue books returned and fines paid.
 - C. Belle's Financial Statement
 - D. Dublin Library Report
 - E. Technology: Carol Smith added to her report explaining that the library is partnering with Pulaski County High School media specialist to provide downloadable ebooks to the students by accessing OverDrive at the high school. The school is planning to purchase ebooks through the public library to add to the collection on OverDrive.
 - F. Youth Services: Jena Hardy has received checks for RIF matching funds from Snowville and Riverlawn with a check from Dublin Elementary to be sent next

week. All the other elementary schools have expressed an interest in participating but have not provided the matching funds.

- G. Director
- IV. Follow Up from Previous Meeting and Other Reports
 - A. Plaque for Dublin Community Room: the work order has been placed with county maintenance for installation.
 - B. Ceiling replacement at Pulaski Library: no report
 - C. Hiring new staff member: Justine Burcham has been offered and accepted the full time circulation position. She will begin working full time on November 1
- V. New Business
 - A. Broken Window in Dublin: On Saturday, October 15, 2011, Graham Tate discovered a window broken in the front of the Charles and Ona B. Free Memorial Library. He cleaned up the glass and reported the damage to Scott McGregor, Branch Manager, and Sally Warburton, Director. Scott called Dublin Town Police and they filed a report. Several days later a golf ball was found among the children's books.
- VI. Adjournment: Mary Catherine Stout reported that the Friends' Honors Dinner was a success. There being no further business, Laura Walters moved to adjourn and John Freeman seconded the motion. The motion passed unanimously.

Respectfully submitted,
Nancy Hudson, Chair
Sally Warburton, Recorder

Approved: November 29, 2011