

Pulaski County Library System
Board of Trustees Meeting
August 29, 2017
Pulaski County Public Library

Trustees Present: Laura Walters, Chair; Nancy Hudson; Robert Bopp; Lynne Clark; Margaret Spradlin; Parks Lanier

Trustees Absent: Kevin Siers; Penny Golden; Meagan Pratt

Staff Present: Jena Hardy; Justine Burcham; Sally Warburton

- I. Call to Order: Laura Walters called the meeting to order at 4:30 pm at the Pulaski County Public Library on August 29, 2017.
- II. Approval of Minutes: Laura called for the approval of the minutes from June 27, 2017. Nancy Hudson so moved and Margaret Spradlin seconded the motion which passed.
- 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
 - B. Statistics
 - C. Director: Trustees discussed the Bags to Benches program that the library is doing in cooperation with the New River Resource Authority. The Board agreed that this is another good community partnership.
 - D. Dublin Branch: Belle has had her yearly physical and was deemed healthy for her years (aprox. 12 – 14) by Dr. May. No changes in her residency will be undertaken at this time.
 - E. Public Services: Margaret asked about library participation at the Middle School Open Houses prior to the beginning of school. Justine explained that approximately 45 new library cards were created for students attending these events.
 - F. Youth Services
 - G. Technology: Trustees raised the concern that the security cameras may need to be replaced due to the fact that recording of events is no longer occurring. The suggestion was made to place an updated system on the Capital Improvements Listing.
- IV. Follow-up to Previous Meetings and Other Reports:
 - A. Report on Summer Reading Program: Justine Burcham, Public Services Librarian, and Jena Hardy, Youth Services Librarian, reported on the high-lights of Summer Reading Program 2017. The library had large numbers of youth and adults attending the programs as well as volunteering at the libraries.
 - B. Level Funding Recommended for LSTA: The American Library Association reported that the Federal budget will “likely include” level funding for the Library Services and Technology Act.

V. New Business

- A. Library Assistant Position: Ellen Linkous has retired from the part-time Library Assistant position at Dublin Library. The position is being advertised at this time.
 - B. Job Description for Library Assistant: Supervisory staff requests the addition of 2 sentences describing the Assistant's helping patrons with reference and information services that include help with library databases, the Internet and Microsoft office as well as with their own mobile devices and library equipment. Parks Lanier moved to accept the changes to the job description as presented; seconded by Nancy Hudson; and approved by those present.
- VI. Adjournment: there being no more business Margaret Spradlin moved to adjourn at 5:00 pm. Lynne Clark seconded the motion which passed unopposed.

Respectfully submitted,
Laura Walters, Chair
Sally Warburton, Recorder

Approved: November 28, 2017