

*July 12, 2016 Headquarters Library 5:00pm*

*Action Minutes*

- I. **CALL TO ORDER: President, LaShonda Dillard**
  - Introduction of Library Board
  - **Present:** LaShonda Dillard, Courtney McFarlane, Pamela Lake, Tom McBeth, Sherry Hamilton, Rosalind Lett, Daniel Small, Gwenn Wiggins
  - Agree to approve Minutes at a later date Financial Committee
- II. **Minutes:** Agree to approve Minutes from previous meeting at a later date, TBA
- III. **Public Comments:**

No Public Comments – George Hazelton, President of Friends of the Library-Public
- IV. **Committee Reports:**
  - A. **Finance Committee –**
    - Rosalind explains Library Budget, Programs and Office Supplies that all monies under library control have been spent.
    - Utilities, etc. are paid by the Clayton County Finance Department
    - Budget book is available for viewing by the public at any public library
  - B. **Strategic Planning Committee –**
    - Rosalind explains the “Three” Goals laid out in the strategic process.
    - The County would like to focus on Literacy for the whole county and Access to Information.
  - C. **Nominating Committee-**
    - Solicited the Library Board of Trustees for nominations.
    - No Committee Report available at this time
    - No Advocacy Report at this time
- V. **Unfinished Business:**
  - A. **Election of Board Officers-**
    - Brief explanation of Offices duties and titles of the Library Board of Trustees
    - Pamela Lake opened up the motion to begin Nomination of members
    - Seconded by (*Sherry Hamilton*)
    - Daniel Small nominated for Chair by Pamela Lake
    - LaShonda Dillard expressed interested in being Chair, submitted documentation
    - Daniel Small rescinds name from Nomination of Chair of Library Board of Trustees, will continue to serve as Vice Chair
    - Daniels Small calls to vote LaShonda Chair of the Board for 2017

- Seconded by Courtney McFarlane
- All in Favor
- Courtney McFarlane nominated Daniel Small to position of Vice Chair
- Seconded by Pamela Lake
- All in Favor
- Tabling nominations for Secretary Position

**B. Unattended Children Policy:** Motion moved to adjust the age of the Caregiver from 13 to 15 (*Pamela Lake*) Seconded (*Daniel Small*) All in favor

**C. Meeting Room Policy:** Motion made to accept highlighted portions of documents and change 501c3 to just 501c (*Daniel Small*) made motion (*Sherry Hamilton*) Seconded, All in favor, unanimous

**D. Library Holiday Hours:** Discussion

**VI. New Business**

**A. Director's Report and Reports from Assistant Directors:** Discussion

**B. State Grant for Salaries and Director's Supplement:** Board Approval to accept (*Gwenn Wiggins*) Motion to Accept, (*Bernell Wesley*) Seconded All in Favor, Unanimous

**C. New Grants: Board Approval to accept funds**

**D. Gaming Policy:** Gwen Wiggins motions to accept guidelines as is. LaShonda Dillard Seconded Abstain Pamela Lake, All in Favor

**E. Advocacy Committee:** Daniel Small, Advocacy Committee to follow up on Facility Maintenance

**VII. Date/Place of Next Meeting**

Tuesday October 11, 2016 5:00pm

**VIII. ADJOURNMENT:**

**MOTION AND VOTE:** Motion made to Adjourn (*Gwen Wiggins*) Seconded (*Bernell Wesley*)

President moved to adjourn the meeting at 7:16pm

\*Substitute



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Library Board of Trustees Secretary Signature



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LaShonda Dillard, Board Chair Signature