

CLAYTON COUNTY LIBRARY BOARD MEETING MINUTES

June 13, 2023, 6PM Headquarters

Facilitator: The meeting was called to order at 6:03 pm by Madam Chair, Mapillar Dahn.

Trustee Folami offered the prayer.

In Attendance

Brenda Harrison, Dr. LaWanda Folami, Mapillar Dahn, Nawanna Patterson, Crystal Perry, Linda Lopez and Andrea Wade

Absent

Carolyn Boone, Chantara Rumph-Carter, Dr Yvette Dupree and 1 vacancy

Approval of the Agenda

Motion was made by Trustee Folami and 2nd by Trustee Wade. Motion approved

Approval of the Minutes

A motion was made by Vice Chair Perry and was 2nd by Trustee Folami. The motion was approved by unanimous vote.

Public Comment

Signed up to speak was Tiana Byrd with All One Consult Cell Phone Service.

Interim Director and Assistant Director Reports

Director Parham brought the board up to date on the Coffee with a Librarian schedule. The first Monday of each month this event will take place at the different branches. The locations will be announced on the website. There was an event at the Forest Park Branch that once again was a huge success. Director Parham addressed issues that were brought up during the Tour of The Libraries. The branches should continue to engage with our police officers in the areas around the branches and Headquarters. Headquarters and Northwest Branch was recently pressure washed. The Director is still working on an agreement with building maintenance on updating the exterior of the branches.

Assistant Director Ozoh was absent

Assistant Director James asked if there were any questions about her report and there were none. The Water Passes have been checked out and there is a waiting list. The Summer Food Program will not take place. It was suggested by the board that signage be placed out front and on the website letting the public know. The Health District will conduct 4 - 45 minute sessions for Middle and High School Students to learn more about Asthma Awareness. The dates will be announced soon.

Assistant Director Stanley shared with the board that there is heightened focus on training for the staff. It is the mission of the Clayton County Library System to show our patrons and citizens that we are about them enjoying their experience at the library and we are here to serve them with the best customer service.

Virtual Services Librarian Andre Smith let us know that May 8th was the 1st 3-D Printing Class. Headquarters Film Club production is here. July -August will be the Premiere Production. Each branch will do its own slideshows. It was suggested that we do more social media content and exposure. It was agreed that the staff would be sure to work on that.

Financial Literacy Outreach Coordinator Belinda Eleby shared with the board that the 8 week CoHort would start on Monday August 7th (virtual) Belinda will also send Madam Secretary the link to observe the Men's Health Workshop once completed. The event is scheduled for the 1st, 15th and 29th at 5:30pm. However, she is looking to see if it is possible to have the dates and times changed to Saturdays at a different time.

Financial Report

After looking at the finance report there were still some questions that some board members had about the expenditures. It was suggested that someone from the county's finance department come to help us better understand the numbers. There was a motion to approve the financial report by Trustee Wade and 2nd by Trustee Harrison, motion failed 4 nays and 2 yays.

Committee Reports

Advocacy - No report

Bylaws - Trustee Folami and Trustee Wade stated that they were reviewing the bylaws and will provide more updates at the next meeting. One item of concern was for zooming and conferencing calling into the board meeting. Harrison stated she would get verification form the state level for the next meeting.

Public Relation - No report

Finance - This information was presented and a suggestion was made that we ask someone from the county's finance department to come and explain some unclear details about the finance numbers. Director stated that he will reach out to them.

Unfinished Business

The board did 1st read votes on:

Vision Statement - Motion by Trustee Harrison and 2nd by Trustee Wade. Approved with the suggestion to add Clayton County to the narrative. Passed

Library Conduct - Motion by Trustee Folami and 2nd by Vice Chair Perry. Passed

Employee Handbook - Motion by Trustee Folami and 2nd by Trustee Wade. Passed

Library Branch Hours - Motion to approve changes once approved by the BOC by Trustee Harrison and 2nd by Trustee Patterson. 1 nay vote but passes.

Approval of MOU's

Clayton County Adult Education Program. Motion to approve made by Trustee Harrison

and 2nd by Wade. Passed

Clayton County Health District - Data Only - Motion to approve by Trustee Lopez and 2nd by Trustee Harrison Motion passes

New Business

The discussion from the Bylaws Committee was tabled until the July meeting. Motion made by Trustee Wade and 2nd by Trustee Folami. Motion passed

Nomination for new board officers. The new officers will start their term on July 1, 2023. Trustee Folami nominated Trustee Patterson for Secretary

Executive Session was needed for Personnel and Litigation

Back to Public Meeting at 8:33

There was a motion made from the executive session to develop a policy for responding to emails, phone calls and other communications by the Director and/or his Staff. The motion was made by Trustee Lopez and 2nd by Trustee Folami. Passed

Adjourned

Motion to adjourn was made by Trustee Folami and 2nd by Trustee Wade. The meeting ended at 8:39pm.