Library Board Meeting Minutes
April 23, 2024
6:00 pm

Attendance: Miranda Molder - proxy for Erin Glass, Joyce Witte, Abera Alexander, Anick Bellemain - proxy for Brenda Brown, Debra Blaylock, Sharon Storms

Also in attendance: Friends of the Library - Betsy Phillips and Library Director - Lillie Huckaby

Call to Order - Joyce Witte - 6:06pm

No presentations by the public.

Approval of Consent Docket - A motion to approve the meeting minutes from January 16th, 2024 was made by Alexander. Blaylock seconded. All in favor. None opposed.

2nd Quarter Statistical Report and 2nd Quarter Financial Report
Storms motioned to approve both reports. Alexander seconded the motion. All in favor. None opposed.

Adoption of Circulation and Hotspot Policies - Storms and Blaylock
One of the questions posed by Lillie was if the new Hotspot Policy should be part of the Circulation Policy. Storms believes it’s too much to combine the circulation and hotspot policies. She states that it would be too much to leaf through. Lillie thinks the Hotspot Policy could be combined with the Circulation Policy because the hotspots are circulation items. Lillie states that the first paragraph of the Hotspot Policy is not currently how we do things, but would like to start enforcing checking them out only 12 times a year. She would like to add that after returning the device they cannot check it out again for 2 weeks. The majority are in agreement that this would be good practice. Storms would like to add to the Circulation and Hotspot Policies that patrons must present ID and provide a 2nd contact person. Discussion summary is that it could be added as an option on Library card applications as a request, not a requirement.

A motion was made by Blaylock to table the adoption of the Circulation Policy until the July meeting. Storms seconded the motion. All in favor. None opposed.

Molder motioned to adopt the Hotspot Policy. Storms seconded. All in favor. None opposed.
Adoption of Computer/Internet Policy - By proxy, Molder reports that Glass has no suggested changes. By proxy, Bellemain reports that Brown also suggests no changes. Alexander motioned to adopt the policy with no changes. Bellemain seconded. All in favor. None opposed.

Adoption of Photo Use Policy - Witte suggests no changes need to be made at this time other than updated the date. A motion was made by Witte to adopt the Photo Use Policy. Alexander seconded. All in favor. None opposed.

Adoption of Meeting Room Policy - Witte suggests no changes needed at this time. Lillie expresses that in the past she has had an issue with people cleaning up the meeting space, but when she looked into doing a deposit system it was found that customers would not receive the deposit back for three weeks or longer. Lillie believes this would be bad customer service, and expresses that it’s a very infrequent problem anyways. The board agrees this would be bad customer service. Molder motioned to adopt the Meeting Room Policy with no changes. Witte seconded. All in favor. None opposed.

Committee to review the Gift Policy - By proxy, Molder appoints Glass.

Committee to review the Operations Policy - Molder and Alexander volunteer to review.

Committee to review the Public Relations Policy - Shelby Hurst is volunteered by the board to review.

Friends of the Library Report - Betsy Phillips
- Dolly Parton Imagination Library
  - Currently have 1, 245 Grady County kids actively enrolled as of April 22nd, 2024.
  - Working on getting an Imagination Library Chair position on our board to stream the fundraising process.
- Spring Used Book Sale
  - CANCELLED - Fall date set for October 7th - 9th.
- 12th Annual Chocolate Celebration
  - Raised $6800
  - The date for next year’s sale is roughly planned for February 13th, 2025.
  - Witte requests that next year we add an ingredients list to donated items.
- Surplus Yard Sale
During town wide yard sale - May 11th, 2024 from 8:00am - 2:00pm
- Large donation items are welcome but smaller items and clothing will not be accepted.

- Annual Membership Meeting
  - Not set yet, but looking at Tues, June 11th at 6:00 pm depending on guest speaker availability.

Library Director's Report - Lillie Huckaby
- The homeless population has decreased. The environment in the library is more calm.
- Youth programs are busy! Kickoff for the summer reading program is May 23rd.
  - Book clubs will continue as they are. They are incorporated into the summer program.
- Financial Literacy Mini-Clinic was good, but attendance was low.
- Tai chi programs continue to be well attended.
- Lillie spoke at the Chamber of Commerce Lunch and Learn meeting and the OHCE meeting. Michelle Skinner spoke at the Rotary Club meeting. The databases for Reference Solutions and Value Line have excellent usage, possibly because of Lillie and Michelle’s presence at these meetings.
- Carpets were cleaned in January. The tiles were also stripped and waxed at that time.
- Lillie tried to fill requests for new books bi-weekly for a time, but felt it was not a good fit for us. Books are back to being ordered weekly.
- Cloe Collins and Serena Green are new hires.
- Beth Cranton is retiring. Her party will be May 8th at 3:00pm. Lillie is requesting a card shower. Last day will be May 15th.

Motion to Adjourn - Witte motions to adjourn the meeting. Seconded by Bellemain.

Meeting Adjourned - 7:03pm

Meeting minutes taken and submitted by Miranda Molder.