

W. G. Rhea Public Library Board Meeting
 July 18, 2023,
 4:00 p.m.

A. Meeting called to order by Chairperson, Cindy Snyder at 4:00 p.m.

B. Roll call by Secretary, Lisa K Fitzsimmons

Kathy Collins	✓	Susan Jones	✓
Jackie Mann	✓	Missy Hamilton	✓
Cindy Snyder	✓	Sam Tharpe	ab
Stacy Hayes	ab	Dennis Melhouse	✓
Lisa K Fitzsimmons	✓	Fran Jenkins (FOL)	ab
Troy Barrow	✓	Jenny Gillihan (ORRL)	ab
Ray Compton	✓		

C. Communication/Community Comments: No Comments

D. Consent Agenda

Minutes and Financial Report stands as submitted. Treasurer report filed for audit.

Treasurer's Report

General Fund Custom Report May 1 – June 30, 2023

Amount available as of 5/01/2023	\$82,958.61
Revenue	61,258.49
Expenses	<u>58,129.11</u>
Net Revenue 6/30/2023	\$86,087.99

Program & Service Fund Custom Report May 1 – June 30, 2023

Amount available as of 5/01/2023	\$211,687.96
Revenue	5,983.15
Expenses	<u>19,170.08</u>
Net Revenue 6/30/2023	\$198,501.03

Balance 6/30/2023 in Checking \$5819.33; High Yield \$192,681.70;
 (Bequeaths: Kirk Ford \$18,723.14 and Helener Kane Currier Trust \$158,824.30)

E. Old Business:

Kathy apprised the board on the status of the City/County Budget Request. The city passed the full 6.9% increase requested. Kathy has not received confirmation from the county to date. Upon receiving confirmation from the County of the amount of increase, a meeting will be called next month to pass the budget.

Jackie addressed the ATA contract and audit. Contract was signed by all parties on 6/14/23. A box audit will be completed. Other accounting firms were contracted for quotes, but Kathy and Jackie agreed to stay with ATA because other firms must have knowledge of government auditing.

F. New Business:

Cindy welcomed our newest board member, Ray Compton. She opened the floor for the election of officers for the new year with anyone interested in filling any of the positions. With no nominations, the officers will remain as follows: Cindy Snyder, Board Chair, Stacy Hayes, Co-Chair, Troy Barrow, Treasurer, and Lisa K Fitzsimmons, Secretary. Troy Barrow will also be providing the committee reports, updates, and reviews. Cindy discussed the annual director's evaluation. She passed out evaluations to members to be completed by the first of August.

G. Committee Reports:

Troy provided policies for updates and reviews

1. Long Range Plan – 2022-2027 provided along with visual Strategic Plan Timeline by Kathy
2. Employee Evaluation Form – 2016 – no changes
3. Credit and Debit Card Payment – 2016 – typo to be corrected
4. Notary Policy – new 2023 – Stephanie Allen Hart will now start providing notary services. Motion made to accept new policy by Dennis Melhouse, motion passed. Suggestion was made by Missy Hamilton to amend the policy to include no weddings performed by notary. Motion made by Ray Compton to amend the policy, motion passed.

H. Director's Report:

Kathy highlighted the June and July training opportunities the library staff were able to attend. She provided information about the Summer Reading Program participation along with the partnerships. She encouraged everyone to complete the state required survey and it will also be available to patrons. She discussed the Public Library Agreement to be reviewed yearly including collection development, Internet safety, and usage policy. She also apprised the board of Public Policy changes in the state law requiring her to provide a list of the books she orders to the library board to be reviewed. Troy requested the Public Policy to be reviewed at the next meeting because of the changes in the law.

I. Friends of the Library Report:

Kathy updated the board on the Friends of the Library book sale for the Fall and the annual Bulb Sale to be conducted online instead of in person.

J. Regional Director's Report:

K. Adjournment

Meeting adjourned at 4:45 pm

Next meeting date September 19, 2023, at 4PM

Respectfully submitted,


Lisa K. Fitzsimmons