



West Georgia Regional Library System Regional Board

MINUTES

July 27, 2021 at 10:00 a.m.

This meeting was held in person at
710 Rome Street
Carrollton, GA 30117

Trustees in Attendance:

- Denise Askin (Carroll County) - Chairman
- Mike McPherson (Carroll County) - Vice Chair
- Urshla Dowdy (Douglas County)
- Beth Hammond (Heard County)
- Keri Perkins (Haralson County)
- Elaine Stokes (Paulding County)
- Pat Rakestraw (Paulding County)

Staff in Attendance:

- Stephen Houser, WGRLS Director
- Justin Nobles, WGRLS Assistant Director for Technology
- Kristy Greene, WGRLS Assistant Director for Materials Management

Absent:

- Tracy Crooks (Douglas County) – Secretary
- Tim Grizzard (Carroll County)
- Karen Tarpley (Haralson County)
- Jenna Barton (Paulding County)

The meeting was called to order at 10:36 by Mike McPherson, vice-chair.

DIRECTOR UPDATE

Mr. Houser updated on library services. The West Georgia Regional Libraries are almost fully open, with most locations allowing all but large indoor programming. Staff are no longer quarantining items. Planned capital projects include the Chapel Hill location, for which there is a pending infrastructure bill. The Temple library had a vault removed, allowing more space to be used for services. The Centralhatchee library has a pending expansion.

Negotiations are underway for the student card project in Carrollton and in Paulding County. WGRLS has received grants to be used for ebooks, and they plan to build out books on entrepreneurship and STEM. They are also pursuing grants for STEM kits -- such as scanner kits – to check out to the libraries.

WGRLS is considering a pop up bookmobile that can be used for outreach. Mr. Houser plans to propose 50-50 cost share with the state in order to increase the likelihood of receiving the grant, which is competitive. This money would come from the fund balance.

WGRLS staff met with representatives from Carroll County schools to discuss partnerships. WGRLS has also soft launched Hoopla and Kanopy, two streaming services. Press releases are planned once staff has had the opportunity to train.

The purchase card/credit card for the regional office has been procured. Mr. Houser discussed how some libraries in the country have moved to a fines free option for services, either for all patrons or for different groups of patrons, such as veterans. There was discussion whether the fines may affect the return of items. Mr. Houser stated patrons would still be charged for lost items, and added that the Chattahoochee Valley Libraries in Georgia have seen an increase in the number of items returned, and in the number of patrons.

NEW BUSINESS

- EAP

WGRLS is considering an EAP program for centralized library staff. It allows for centralized staff to call to receive a limited number of mental telehealth visits per year. Mr. Houser has discussed the potential contract with a lawyer, and recommends approving the contract after the removal of the indemnification clauses.

Motion to approve the EAP contract with the removal of the indemnification clauses – Grizzard; Second - Fouch; No Discussion; MOTION APPROVED: Vote 7-0.

Askin	McPherson	Dowdy	Hammond	Perkins	Stokes	Rakestraw
YES	YES	YES	YES	YES	YES	YES
Crooks	Grizzard	Tarpley	Barton			
ABSENT	ABSENT	ABSENT	ABSENT			

- Bank Signatory Authorization for Stephanie Irvin

There was discussion about whether or not to add the deputy director as a signatory authority, replacing the business manager who is retiring. It was decided to table the motion for the next meeting.

- Election of Officers for FY2022

It was proposed to keep the slate of officers the same as FY2021.

Motion to Name the Slate of Officers for FY2022 – Perkins; Second - Dowdy; No Discussion; MOTION APPROVED: Vote 7-0.

Askin	McPherson	Dowdy	Hammond	Perkins	Stokes	Rakestraw
YES	YES	YES	YES	YES	YES	YES
Crooks	Grizzard	Tarpley	Barton			
ABSENT	ABSENT	ABSENT	ABSENT			

Appointment of Committee Members for FY2022

Mr. Houser said WGRLS is currently waiting on board appointments from Heard County, Douglas County, and Paulding County. It was proposed the executive committee meet to approve the committee members and to approve pending minutes. It was decided to table the appointment of committee members

First Read: Collection Development Policy update

Assistant Director for Materials Management Kristy Greene gave an overview of the policy, which is an update of the existing policy. The update clarifies procedures for donations, evaluation and maintenance of the collection, and the library’s support of open access for all patrons. Ms. Greene also shared the updated Materials Reconsideration Form. It was recommended to add dates to the Materials Reconsideration Form. The vote was tabled for the next meeting.

ADJOURNMENT

Motion to Adjourn – Askin; Second - Hammond; No Discussion; MOTION APPROVED: Vote 7-0.

Askin	McPherson	Dowdy	Hammond	Perkins	Stokes	Rakestraw
YES	YES	YES	YES	YES	YES	YES
Crooks	Grizzard	Tarpley	Barton			
ABSENT	ABSENT	ABSENT	ABSENT			

The meeting was adjourned at 11:38 a.m.

Minutes taken by Stephanie Irvin, Deputy Director

Reviewed by Tracy Crooks, WGRLS Regional Board Secretary