



**West Georgia Regional Library System
Board of Trustees**

MINUTES

August 13, 2021 at 3:00 p.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
- Tracy Crooks (Douglas County) – Secretary

Staff in Attendance:

- Stephen Houser, WGRLS Director

Absent:

- None

The meeting was called to order at 3:12 p.m. by Denise Askin, chair.

Motion to approve the agenda – McPherson; Second - Crooks; No Discussion; MOTION APPROVED: Vote 3-0.

Askin	McPherson	Crooks
YES	YES	YES

MOU with Carroll County Board of Commissioners Concerning Library Funding and Services

Mr. Houser stated it is his goal to get MOUs for all of the funding agencies. In June he presented the Carroll County MOU. It states responsibilities. The previous version said WGRLS would have to keep the same number of hours in all cases. Mr. Houser suggested removing this language in case there are ever changes in funding, leading to shortages. The current version of the MOU lists a minimum number of hours that is below what all of the libraries currently offer,

allowing for flexibility. There was a discussion about other locations for which MOUs will be pursued.

Motion to Approve MOU with Carroll County Board of Commissioners Concerning Library Funding and Services – Crooks; Second – McPherson; No Discussion; MOTION APPROVED: 3-0.

Askin	McPherson	Crooks
YES	YES	YES

Regional Board Committee Appointments

Mr. Houser shared a current listing of committees and of regional board members, noting Heard County plans to appoint Rodney Kay. There was discussion about committee sizes. It was asked whether the policy could be changed so committee members could meet virtually. Mr. Houser said WGRLS is held to open meeting laws, which limit virtual meetings to be only necessary in case of emergency. However, he will check to see if committee meetings are exceptions to the rule, since they are not the full board.

The nominees for the Finance Committee are: Beth Hammond (chair), Keri Perkins, and Jenna Barton. The nominees for the Personnel Committee are: Mike McPherson (chair), Urshla Fouch, and Tracy Crooks. The nominees for the Policy Committee are: Rodney Kay, Pat Rakestraw, and Denise Askin. The nominees for the Building and Grounds Committee are Mike McPherson, Rodney Kay, and Tim Grizzard. The nominees for the Constitution and Bylaws Committee are Beth Hammond, Kathleen French, and Elaine Stokes.

Motion to approve submitted roster of committee appointments – McPherson; Second - Crooks; No Discussion; MOTION APPROVED: Vote 3-0.

Askin	McPherson	Crooks
YES	YES	YES

Proposed Amendment to Covid-19 Procedure Guidelines

Mr. Houser stated the major change to the Covid-19 procedure would be a clarification of the time a library would be closed if there was a known exposure in the building. The CDC currently says after 24 hours a full majority of Covid-19 would be dispersed. He recommends 24 hours be the closure period if there is a known exposure in the building.

Motion to approve Covid-19 Procedure Guidelines – Crooks; Second - McPherson; No Discussion; MOTION APPROVED: Vote 3-0.

Askin	McPherson	Crooks
YES	YES	YES

Mr. Houser shared that current knowledge around Covid-19 is that the Delta variant can affect even staff who are vaccinated, and that Covid-19 itself might be around for a while. The old pandemic plan said if there were rising cases library service levels need to change. He therefore recommends revising the plan. To potentially minimize disruption caused due to staff being out sick, he also recommends considering an incentive for staff to get or who have gotten vaccinated. Giving staff an option to donate their incentive was discussed.

Adjournment

Motion to Adjourn – McPherson ; Second - Crooks; No Discussion; MOTION APPROVED: Vote 3-0.

Askin	McPherson	Crooks
YES	YES	YES

The meeting was adjourned at 4:23 p.m.

Minutes taken by Stephanie Irvin, WGRLS Deputy Director