



West Georgia Regional Library System Regional Board

MINUTES

November 16, 2021, at 10:00 a.m.

This meeting was held in person at
124 W Chandler Street
Carrollton, GA 30117

Trustees in Attendance:

- Denise Askin (Carroll County)
- Mike McPherson (Carroll County) – Vice-Chair - (remote)
- Tracy Crooks (Douglas County) – Secretary – (arrived at 10:26 in person) but was on the call at 10:00 am
- Urshla Dowdy (Douglas County)
- Keri Perkins (Haralson County)
- Beth Hammond (Heard County) – (remote)
- Rodney Kay (Heard County)
- Kathleen French (Paulding County) – (remote)
- Pat Rakestraw (Paulding County)

WGRLS Staff in Attendance:

- Stephen Houser, Director
- Stephanie Irvin, Deputy Director (remote)
- Justin Nobles, Assistant Director for Technology
- Kristy Greene, Assistant Director for Materials Management
- Eric Napier, Technology Assistant

Absent:

- Tim Grizzard (Carroll County)
- Karen Tarpley (Haralson County)
- Elaine Stokes (Paulding County)

CALL TO ORDER

The meeting was called to order at 10:00 a.m. by Denise Askin, Chair

Since a majority was not present, the meeting began with Director's Report.

DIRECTOR'S REPORT

Mr. Houser presented the following items:

- Grant Updates – WGRLS has received \$93,255.70 in federal funds for laptops and hotspots. They also received \$38,372.05 for tech purchasing, around \$71,000 for a

bookmobile. They also received \$9,250 from a Prime Time grant from GPLS to conduct two six-week K-4 programs at Ephesus and Tallapoosa, where once a week attendees get food and a demonstration, and two books at every session. It's meant to bring in people who don't typically go to the library.

- Facilities Update – The Centralhatchee expansion has broken ground. The project, paid for with \$229,000 from the state, should be completed early spring. In Douglas County, WGRLS has worked with county administration for updating Douglasville branch. After that they will work on securing funding. Support for Chapel Hill branch has been strong, and there will be a push for it to be on next SPLOST and WGRLS will be asking the state for funds. The Neva Lomason library is working with their Friends of the Library for an outside pavilion to use for outdoor programming. The Mt. Zion library, which shares space with a senior center, needs an automatic door, and will also renovate its ramp. WGRLS is working with the city on this as well.
- Fines Free Discussion – Mr. Houser shared the fines paid at each library in FY19, broken down by Juvenile, all young adult (teens and younger), and all circulation payments total. There was discussion about the benefits of allowing all patrons to access the library. Ms. Askin recommended the board allow Stephen to ask the managers if they can consider making all young adult items fines free.

NEW BUSINESS

Motion to approve agenda – Kay; Second - Tarpley; No Discussion; MOTION APPROVED: Vote 7-0.

Askin	McPherson	Crooks	Dowdy	Perkins	Hammond	Kay
YES	REMOTE	YES	YES	YES	REMOTE	YES
French	Rakestraw	Grizzard	Tarpley	Stokes		
YES	YES	ABSENT	ABSENT	ABSENT		

Motion to approve July 27, 2021 Minutes – Dowdy; Second - Crooks; No Discussion; MOTION APPROVED: Vote 7-0.

Askin	McPherson	Crooks	Dowdy	Perkins	Hammond	Kay
YES	REMOTE	YES	YES	YES	REMOTE	YES
French	Rakestraw	Grizzard	Tarpley	Stokes		
YES	YES	ABSENT	ABSENT	ABSENT		

Motion to approve August 13, 2021 executive committee meeting minutes – Kay; Second - Crooks; No Discussion; MOTION APPROVED: Vote 2-0.

Askin	McPherson	Crooks
YES	REMOTE	YES

Motion to Move Into Executive Session – Dowdy; Second - Crooks; No Discussion; MOTION APPROVED: Vote 7-0.

Askin	McPherson	Crooks	Dowdy	Perkins	Hammond	Kay
YES	REMOTE	YES	YES	YES	REMOTE	YES
French	Rakestraw	Grizzard	Tarpley	Stokes		
YES	YES	ABSENT	ABSENT	ABSENT		

The board went into executive session at 10:37. Executive session ended at 11:07.

Motion to accept the director’s evaluation with the date changed to February 1, 2021 to June 30, 2021 – Crooks; Second - Kay; No Discussion; MOTION APPROVED: Vote 7-0.

Askin	McPherson	Crooks	Dowdy	Perkins	Hammond	Kay
YES	REMOTE	YES	YES	YES	REMOTE	YES
French	Rakestraw	Grizzard	Tarpley	Stokes		
YES	YES	ABSENT	ABSENT	ABSENT		

Policy Committee

Ms. Irvin presented an addition to the Computer and Internet Use Policy. This wording is recommended to be used since the library received Emergency Connectivity Fund (ECF) monies.

Motion Approve Addition to Computer and Internet Acceptable Use Policy – Dowdy; Second - Perkins; No Discussion; MOTION APPROVED: Vote 7-0.

Askin	McPherson	Crooks	Dowdy	Perkins	Hammond	Kay
YES	REMOTE	YES	YES	YES	REMOTE	YES
French	Rakestraw	Grizzard	Tarpley	Stokes		

YES	YES	ABSENT	ABSENT	ABSENT
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Ms. Irvin shared the Exhibits and Displays Policy. It was the first read, and did not need to be voted on at this meeting.

Ms. Greene shared the updates to the Collection Development Policy.

It was the second reading of the Materials Reconsideration Form. It was decided all will be addressed at the next meeting.

T-Mobile ECF Quote

Mr. Houser shared a quote related to the hotspots for the ECF grant. 100% will be covered by the FCC.

**Motion approve T-Mobile ECF Quote – Crooks; Second - Tarpley; No Discussion;
MOTION APPROVED: Vote 7-0.**

Askin	McPherson	Crooks	Dowdy	Perkins	Hammond	Kay
YES	REMOTE	YES	YES	YES	REMOTE	YES
French	Rakestraw	Grizzard	Tarpley	Stokes		
YES	YES	ABSENT	ABSENT	ABSENT		

Technology Deaccession List

Mr. Houser presented a list of items for technology deaccession.

**Motion to Approve Tech Deaccession List – Kay; Second - Crooks; No Discussion;
MOTION APPROVED: Vote 7-0.**

Askin	McPherson	Crooks	Dowdy	Perkins	Hammond	Kay
YES	REMOTE	YES	YES	YES	REMOTE	YES
French	Rakestraw	Grizzard	Tarpley	Stokes		
YES	YES	ABSENT	ABSENT	ABSENT		

Regional Board Meeting Schedule 2022

Mr. Houser presented the proposed regional board meeting schedule. There was discussion whether the meetings would be on the fourth or the second Tuesday. It was decided this would be discussed at the next meeting since a shift would require a bylaws change.

Motion to table approving the Regional Board Meeting Schedule 2022 – Askin; Second - Kay; No Discussion; MOTION APPROVED: Vote 6-1.

Askin	McPherson	Crooks	Dowdy	Perkins	Hammond	Kay
YES	REMOTE	YES	NAY	YES	REMOTE	YES
French	Rakestraw	Grizzard	Tarpley	Stokes		
YES	YES	ABSENT	ABSENT	ABSENT		

RFP for Pop-Up Bookmobile

Mr. Houser would like to issue an RFP for the pop-up bookmobile. He shared a copy of the potential RFP.

Motion to Approve RFP for Pop-Up Bookmobile – Kay; Second - Crooks; No Discussion; MOTION APPROVED: Vote 7-0.

Askin	McPherson	Crooks	Dowdy	Perkins	Hammond	Kay
YES	REMOTE	YES	YES	YES	REMOTE	YES
French	Rakestraw	Grizzard	Tarpley	Stokes		
YES	YES	ABSENT	ABSENT	ABSENT		

Mr. Houser requested there be an RFP committee of himself, Ms. Irvin, and a board member. Ms. Askin and Ms. Dowdy volunteered.

Motion to Have Stephen Houser, Stephanie Irvin, Denise Askin, and Tracy Crooks on the RFP Committee – Askin; Second - Tarpley; No Discussion; MOTION APPROVED: Vote 7-0.

Askin	McPherson	Crooks	Dowdy	Perkins	Hammond	Kay
YES	REMOTE	YES	YES	YES	REMOTE	YES
French	Rakestraw	Grizzard	Tarpley	Stokes		

YES	YES	ABSENT	ABSENT	ABSENT
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Play Cards Update

Mr. Houser shared the Carrollton City Schools have added about 5,000 accounts through the Play Cards. Carroll County and Haralson County are in discussions. Oak Mountain has reached out, but there are no plans for private schools right now. Ms. Crooks shared the Douglas County Library Advisory Board has been advocating for Play Cards in their county. Ms. Askin asked if there were press releases for the release of the cards. Mr. Houser said some had been shared and he would reach out to other promotional outlets.

ADJOURNMENT

Motion adjourn – Crooks; Second - Tarpley; No Discussion; MOTION APPROVED: Vote 7-0.

Askin	McPherson	Crooks	Dowdy	Perkins	Hammond	Kay
YES	REMOTE	YES	YES	YES	REMOTE	YES
French	Rakestraw	Grizzard	Tarpley	Stokes		
YES	YES	ABSENT	ABSENT	ABSENT		

The meeting was adjourned by Denise Askin, Chair, at 10:51 a.m.

Minutes taken by Stephanie Irvin, Deputy Director

Minutes Reviewed by Tracy Crooks, WGRLS Regional Board Secretary