



West Georgia Regional Library System Board of Trustees Executive Committee Called Meeting

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

West Georgia Regional Library System Administration Building | 2nd Floor
124 W. Chandler Street | Carrollton, GA 30117

Trustees in Attendance:

- Denise Askin (Carroll County) – Chairman
- Mike McPherson (Carroll County) - Vice Chair
- Tracy Crooks (Douglas County) – Secretary

Absent:

- None

Staff in Attendance:

- Stephen Houser, WGRS Director
- Stephanie Irvin, WGRS Deputy Director
- Eric Napier, WGRS Technology Assistant

Call To Order

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

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

Askin	McPherson	Crooks
YES	YES	YES



Old Business

- **Regional Board Meeting Schedule 2022**

Mr. Houser said on March 14, 2017 the board changed the dates of the regional board meetings. There was not an update to the bylaws at that time, so Mr. Houser suggests returning the dates to what is in the bylaws, which is the second Tuesday at 10 a.m.

Motion to Move Regional Board Meeting Dates to Those Stated in the Bylaws– McPherson; Second - Crooks; No Discussion; MOTION APPROVED: Vote 3-0.

Askin	McPherson	Crooks
YES	YES	YES

New Business

- **Action Item: Approval of Vendor for Pop-up Bookmobile**

WGRLS is planning on having a bookmobile. The full cost is \$129,000 for the vehicle; \$71,000 will be paid for by a grant and WGRLS reserves would pay for the rest. There were two offers submitted for the RFP: a company in Ackworth (American Custom Design Vehicles) and one in North Carolina. The former is local and is the only one of the two who can deliver in time. Mr. Houser would like to have a lawyer check the RFP, and to have the RFP committee look at it as well.

Motion to accept the response from American Custom Design Vehicles and to instruct the WGRLS Director to proceed with a contract with ACDV after receiving approval from the RFP committee and a review from WGRLS’s lawyer. – McPherson; Second - Crooks; No Discussion; MOTION APPROVED: Vote 3-0.

Askin	McPherson	Crooks
YES	YES	YES



There was discussion about encouraging residents of local senior centers to take trips to the library.

Approval of ARPA Tech Purchase

WGRLS received funding from FCC from ECF to acquire laptops to checkout to the public. Motion to approve the purchase of 125 Chromebooks in the amount of \$46,097.50 from SHI.

Motion to Approve the Purchase of 125 Chromebooks in the Amount of \$46,097.50 from SHI – Crooks; Second - McPherson; No Discussion; MOTION APPROVED: Vote 3-0.

Askin	McPherson	Crooks
YES	YES	YES

Mr. Houser shared trustee training is being planned for the trustees.

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

Askin	McPherson	Crooks
YES	YES	YES

The meeting was adjourned at 10:26 a.m.

Minutes Taken by Stephanie Irvin, WGRLS Deputy Director

Minutes Reviewed by Tracy Crooks, WGRLS Regional Board Secretary