



### **Regular Meeting Minutes**

May 13, 2025 at 9:00 a.m.

WGRLS Regional Office

124 W. Chandler Street | Carrollton, GA 30117

Meeting called to order at 9:00am

#### **Attendance**

Rachael Carter, Carroll County  
Chloe Wilson, Haralson County  
Denney Rogers, Heard County  
Larry Wood, Haralson County  
Tracy Crooks, Douglas County  
Charlene Thomas, Carroll County  
Stephen Houser, WGRLS  
Julie Dobbs, Carroll County  
Kacia Thompson, Douglas County  
Katie Henry, Douglas County  
Kristy Greene, WGRLS  
Eric Napier, WGRLS

#### **Absent**

Karen Newman-Jones, Paulding County  
Katie Anderson, Paulding County  
Pat Rakestraw, Paulding County  
Sabrina South Thompson, Heard County

#### **Approval of Agenda**

- Motion to approve: Chloe Wilson, 2nd Julie Dobbs

#### **Approval of March 25, 2025 Minutes**

- Motion to approve: Tracy Crooks, 2nd Rachael Carter

#### **Public Comments**

- n/a

#### **Director's Report (see meeting documents)**

- Personnel Updates
- System Updates
- Legislative Updates

## Committee Reports

- Policy Committee
  - Discussion Item: 1st Read P-Card Policy
    - Last revised in 2021; Kristy Green presents suggested changes
    - Larry Wood requests confirmation that we have only one card and asks who is our Business Services Manager (Misty Gresham)
  - Action Item: 2nd Read Narcan Policy
    - Le Tasha Powers, Opioid Public Health Analyst - Georgia Department of Public Health & Dave Wade, Interim Fire Chief - Carroll County Fire Rescue
      - Mrs. Powers explains the benefits and need in the community and offers training at no cost, as requested
      - Katie Henry requests to confirm which regions fall under District 4 DPH, Carroll and Haralson counties
      - Changes to policy included procedural/administrative instructions being removed
      - Charlene Thomas requests confirmation that this is already being implemented in schools
      - Motion to table: Larry Wood (withdrawn)
      - Motion to approve: Rachael Carter, 2nd Julie Dobbs
      - Chloe Wilson requests progress on additional safety measures including AED units at all libraries and stop the bleed kits. Stephen Houser confirms that this is being looked into; Kristy Greene confirms the formation of a safety committee with representatives from all libraries to assess needs
        - Tracy Crooks has offered training via the Red Cross of which she is affiliated
  - Action Item: 2nd Read Code of Conduct Policy
    - No discussion or questions
    - Motion to approve as presented: Chloe Wilson, 2nd Larry Wood
  - Action Item: 2nd Read Unattended Minor Policy
    - No discussion or questions
    - Motion to approve as presented: Tracy Crooks, 2nd Chloe Wilson
- Finance Committee
  - Action Item: Financial Reports
    - No questions or discussion
    - Motion to approve as presented: Financial Committee & Chair Larry Wood, all in favor, none opposed
  - Action Item: FY25 Proposed Amended Budget
    - No questions or discussion
    - Motion to approve as presented: Financial Committee recommended approval, all in favor, none opposed
  - Action Item: FY26 Proposed Budget

- No questions or discussion
- Motion to approve as presented: Financial Committee recommended approval, all in favor, none opposed
- Constitution & Bylaws Committee
  - Discussion Item: Proposed Constitutional Amendments
    - Committee recommendation to assign a Treasurer to the board of Trustees with the Chair of the Finance Committee acting as the Treasurer unless otherwise noted
    - Committee concern about the description of the role and ability for the board to maintain the standard role
    - Recommendation for the Finance Committee to align with the Constitution & Bylaws Committee on the priorities for Treasurer oversight
    - Larry Wood notes the benefits of having a Treasurer as oversight

### **New Business**

- Action Item: Approval of Purchase of New Courier Van
  - Motion to approve purchase: Julie Dobbs, 2nd Larry Wood
- Action Item: Approval of Deaccession Technology Items
  - Motion to approve: Chloe Wilson, 2nd Julie Dobbs
- Discussion Item: Library Board Annual Assessment
  - No discussion or questions

### **Announcements**

- Stephen Houser informs that the library Zoo pass benefit is ending, final checkout date is 6/21/25; all other partnerships are still active

**Meeting adjourned** at 10:02am - Motion to approve: Tracy Crooks, 2nd Denney Rogers

**Next Regular Meeting:** July 8, 2025