



## West Georgia Regional Library System Board of Trustees Regular Board Meeting

July 11, 2023

WGRLS Administration Building | 2nd Floor  
124 W. Chandler Street | Carrollton, GA 30117

- Tracy Crooks, Chair, called the meeting to order at 11:00 a.m.

Trustees in attendance:

Tracy Crooks, Chair (Douglas)  
Katie Anderson (Paulding)  
Pat Rakestraw (Paulding)  
Denney Rogers (Heard)  
Charlene Thomas (Carroll)  
Chloe Wilson (Haralson)  
Karen Tarpley (Haralson)  
Sabrina South Thompson (Heard)  
Katie Henry (Douglas)

Trustees not in attendance:

Claudia Best (Carroll)  
Kim Freedman (Paulding)

WGRLS and others in attendance:

Stephen Houser, Director  
Eric Napier, IT Manager  
Kristy Greene, Deputy Director (remote)  
Alan Harkness, Director Chattahoochee Valley (remote)  
Amanda Wilkson, CPA (remote)

- **Approval of Agenda**

Motion to approve with movement of Personnel Committee after guests – Sabrina Thompson; 2<sup>nd</sup> - Katie Anderson

Passed with no discussion. 9-0 voice vote

- **Approval of Minutes**

May 9, 2023 Called Regional Board Meeting



Motion to approve - Karen Tarpley

2<sup>nd</sup> – Katie Anderson

Passed with no discussion. 9-0 voice vote

- **Public Comments** (3 minute limit per person)  
None

- **Director's Report**
  - **Strategic Planning Update - Alan Harkness, Co-Facilitator**

- **Committee Reports**

#### **Finance Committee**

##### **FY2024 Proposed Amended Budget –**

Motion to Approve – Tracy Crooks 2<sup>nd</sup> to the Motion – Karen Tarpley  
Passed 9-0 voice vote

##### **Director’s Salary Approval Form –**

Motion to Approve – Katie Anderson; 2<sup>nd</sup> to the Motion – Katie Henry  
Passed without discussion 9-0 voice vote.

##### **FY24 WGRLS COLA Supplement and Increase Calculation Form**

##### **Purchase Card Policy Recommended Amendment -**

Motion to Approve – Katie Henry ; 2<sup>nd</sup> to the Motion – Tracy Crooks  
Passed with 9-0 voice vote.

##### **Audit Report, Amanda Wilkinson, CPA -**

Motion to Accept as presented – Tracy Crooks; 2<sup>nd</sup> to the Motion –  
Denney Rogers  
Passed with 9-0 voice vote.

Motion to move to Executive Session -  
Moved to Executive Session at 11:40 a.m. Executive session ended 11:49  
a.m..

#### **Nominating Committee**



### **Nomination for Chair, Vice-Chair, and Secretary for FY24**

Motion to accept Pat Rakestraw as Vice Chair for 2023 -Tracy Crooks,  
2nd to the motion - Katie Anderson

Motion for Tracy Crooks to be Chair - Sabrina Thompson; 2nd to the  
motion - Katie Anderson

Motion for Karen Tarpley for Secretary - Katie Henry; 2nd to the motion -  
Katie Anderson

### **Discussion Item - Reserve Funds**

#### **Policy Committee**

##### **Interlibrary Loan Policy (2nd Read) -**

Motion to Approve – Katie Henry; 2<sup>nd</sup> to the Motion – Pat Rakestraw  
Passed without discussion 7-0 voice vote.

- **Old Business**

##### **Discussion Item: Committee Meeting Times**

- **New Business**

**Action Item: Re-issue RFP for Neva Lomason Pavilion –**  
Move to release the RFP – Katie Henry 2<sup>nd</sup> – Pat Rakestraw  
The motion passed with a 7-0 voice vote.

##### **Action Item: Re-issue RFP for Regional Office Landscape Improvements –**

Motion to release the RFP – Katie Henry ; 2<sup>nd</sup> by Katie Anderson  
Motion passed to release the RFP with a 7-0 voice vote.

##### **Action Item: Carroll County Play Card MOU –**

Motion to approve – Katie Anderson  
2<sup>nd</sup> – Katie Henry

Motion passed with a 7-0 voice vote.

##### **Action Item: City of Douglasville Funding MOU –**

Motion to approve – Katie Henry  
2<sup>nd</sup> – Katie Anderson

Motion passed without discussion with an 8-0 voice vote.

**Meeting adjourned at 12:36 PM**