

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

September 12, 2023

WGRLS Administration Building | 2<sup>nd</sup> Floor  
124 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)  
Kim Freeman (Paulding)  
Rachel Carter (Carroll)

Trustees not in attendance:

Richard Randolph (Douglas)

WGRLS and others in attendance:

Stephen Houser, Director  
Kristy Greene, Deputy Director  
Laura Buchanan, Bookmobile Librarian

**Approval of Agenda**

Motion to approve – Katie Anderson  
2<sup>nd</sup> – Kim Freeman  
Passed with no discussion. 10-0 voice vote

**Approval of Minutes**

July 11, 2023 Regular Board Meeting  
Motion to approve – Pat Rakestraw  
2<sup>nd</sup> – Katie Anderson  
Passed with no discussion. 10-0 voice vote

**Public Comments** (3 minute limit per person)

None

**Director's Report**

Personnel Update – Laura Buchanan, Bookmobile Librarian  
Request Grants - \$37,350  
State Health Benefit Plan doubling next year

**Committee Reports****Finance Committee**

Action Items FY23 Financial Reports  
Motion to approve – Tracy Crooks  
2<sup>nd</sup> – Sabrina South Thompson  
Passed with no discussion. 10-0 voice vote

Action Item: RFP for Banking Services  
Motion to approve – Katie Anderson  
2<sup>nd</sup> – Kim Freeman  
Passed with no discussion. 10-0 voice vote

**Policy Committee**

1<sup>st</sup> Read – Program Policy  
Motion to approve – Tracy Crooks  
2<sup>nd</sup> – Sabrina South Thompson  
Passed with no discussion. 9-0 voice vote (Kim Freeman left meeting)

1<sup>st</sup> Read – Library Services Reconsideration Policy  
Motion to approve – Tracy Crooks  
2<sup>nd</sup> – Sabrina South Thompson  
Passed with no discussion. 9-0 voice vote

1<sup>st</sup> Read – Library Services Form  
Motion to approve – Tracy Crooks  
2<sup>nd</sup> – Sabrina South Thompson  
Passed with no discussion. 9-0 voice vote

**Personnel Committee**

Executive Session – called at 11:37 a.m.

July 11, 2023 Regular Board Meeting  
Motion to approve – Tracy Crooks  
2<sup>nd</sup> – Sabrina South Thompson  
Passed with no discussion. 9-0 voice vote

Action Item: Director's Annual Evaluation

Motion to approve – Katie Anderson

2<sup>nd</sup> – Katie Henry

Passed with no discussion. 9-0 voice vote

Motion to end Executive Session 11:55 a.m. – Katie Anderson

2<sup>nd</sup> – Rachel Carter

Motion to resume meeting 11:58 a.m.– Katie Henry

2<sup>nd</sup> – Pat Rakestraw

### **Old Business**

Discussion Item: Committee Meeting Time

Motion to approve – Katie Anderson

2<sup>nd</sup> – Katie Henry

Passed with no discussion. 9-0 voice vote

### **New Business**

Action Item: CY 2023 Board Meeting

Schedule (Amended)

Motion to approve – Tracy Crooks

2<sup>nd</sup> – Rachel Carter

Passed with no discussion. 9-0 voice vote

Action Item: CY 2024 Board Meeting Schedule

Motion to approve – Rachel Carter

2<sup>nd</sup> – Pat Rakestraw

Passed with no discussion. 9-0 voice vote

Action Item: Contract for WGRS Regional Office Landscaping

Schedule (Amended)

Motion to approve – Katie Anderson

2<sup>nd</sup> – Pat Rakestraw

Passed with no discussion. 9-0 voice vote

Action Item: 3<sup>rd</sup> (final) RFP for Neva Pavillon

Schedule (Amended)

Motion to approve – Katie Anderson

2<sup>nd</sup> – Katie Henry

Passed with no discussion. 9-0 voice vote

**Meeting Adjournment:** at 12:24 a.m.

**Next Proposed Meeting November 14, 2023**