

MONTGOMERY CITY-COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES'
Regular Meeting Minutes of
Thursday, February 8, 2018
4:00 PM

Katie R. Bell, Presiding

Members Present

Katie R. Bell Gary Burton
Janet Waller Patina Moss
Chester Mallory Adam Muhlendorf

Non-Voting Members Present

Mary McLemore, Ad-hoc Member, President MCCPL Friends of the Library
Michael Briddell, Mayor's Representative

Members Absent

ShaKenya Calhoun, Excused Betsy Atkins, Excused
Amy Knudsen, Absent Janice Franklin, Absent
Michael Fritz, Excused Joseph Trimble, Absent

Staff Present

Jaunita Owes Karen Preuss Rebie Morris Tanerica Thurman

I. Call to Order - The bi-monthly meeting of the Board of Trustees of the Montgomery City-County Public Library was called to order at 4:05 pm by President Katie R. Bell. The meeting convened on the first floor in the Young Adult department of the Juliette Hampton Morgan Library on the date and time noted above. Members listed above were present and a quorum was established.

II. Invocation – Rev. Burton led the board in a moment of prayer.

III. Consent Agenda

Action

Dr. Bell asked if there were any corrections to be made, additional matters to be added to the agenda, being none, motion passed unanimously.

Current Business

Minutes – Minutes of the December 14, 2017 meeting were emailed to everyone. Minutes accepted with the one correction. The corrected minutes will be added to the library board's history.

Financial Report – The board members received the most recent financial reports from the bookkeeper via email. Mrs. Owes will cover the financial reports in her Director's Report. Being that there were no questions regarding the November through December financial reports, the audit that was completed as of September 30, 2017 was handed out. No action taken.

Circulation Statistics – November 2017 & December 2017 statistics were emailed to everyone.

IV. President's Report – Dr. Katie R. Bell has no report. She would, however, like to commend the staff on the progress that has been made and the plans that we have in place to move forward. The staff has done an excellent job and the board appreciates what they are doing. She would like to commend the library on the financial end for keeping good records.

V. Director's Report – Jaunita Owes, Library Director

Action

Jaunita Owes presented a printed Director's Report for review on the following: (please refer to Director's Report)

- As of September 30, 2017, financially we stand at a total income from the City and County of \$4,333,150.00. Our budget was \$4,331,560.00. The difference between

those two numbers, if unused goes back to the City and County. There was a loss of about \$300,000 to \$400,000, which was only lost because of personnel shortages. If you do not hire all of your personnel, you lose that. From other government funds, we received \$259,423.00 between State Aid and LSTA. Miscellaneous income from donations, interest, program services, and other sources totaled \$236,474.00. Total library income for 2017 was \$4,829,047.00. Our expenditures totaled \$4,580,105.00, which includes what we spend on this side along with what the City and County spend as well. Our fund balances at the end of 2017 from the operating; City-County, State Aid, and Endowment total \$492,410.00. All of this information comes directly from the audit report. Please review it and if there are questions, they can be discussed at our next meeting. We did receive a clean audit for the 24th year.

- To recapture the budget for 2018, city funding that was approved on 10/3/2017 of \$3,374,683, County funding of \$1,007,992, LSTA Grant for \$15,000, and State Aid of \$204,913.73 for a total of \$4,602,588.73.
- Update on renovation of Juliette Hampton Morgan Library – We are very pleased with the progress that has been made in four days. Please review the report that Ms. Karen Preuss prepared on the progress made on days one through four. We repurposed furniture to at least six city agencies. We had to rent a U-Haul truck to move the furniture around to the other libraries. We also had to hire four WorkForce workers, because the city does not have the personnel to help us. We were approved by the finance department to hire some extra people. The metal shelving that we have for the building, will be sold as scrap metal to Capital Recycling. We will receive money from the sale of the scrap metal once they weigh it. The ADECA grant has been increased to \$10,000. We will be able to get LED lighting for about three quarters of the building, which will be more energy efficient. The stage has been removed, and a small amount of asbestos was found but not enough to cause an issue. The mold is not an issue. We had an environmental engineer come out to do the assessment. He does not even recommend that we send samples off for testing. There is no mold in the computer lab or the catalog department. Almost all of the furniture and shelving is at the Business Interior warehouse, on February 19th, we will start the installation of the shelving. Several of the computers have been delivered this week.
- Two important items to focus on for the renovation of Juliette Morgan Library - we were supposed to receive the numbers today for the courtyard for the Terra Cotta Warriors; however, we were unable to meet. We requested an artist to design a mural around the staircase, but did not get a very good response. George and Marilyn Heard that did Pike Road will meet with us tomorrow and present a concept design.
- Upcoming Events – On Monday, April 9, 2018, we are looking to have a “Soft Hat Reveal” for elected officials and special guests, in order to get reactions and suggestions from them on the progress that has been made. On Thursday, April 19, 2018, we would like to have a Fundraising Gala. This is to have an activity that we can sell tickets to and raise money for the library to do some of the other things that we need to have done. We would like to have it here in this building. We have not completely planned it. It will consist of heavy hors d’oeuvres and entertainment. On Monday, April 23, 2018 we would like to have the Public Ribbon Cutting. These dates have not yet been confirmed by the County Commission or the Mayor. Once we get the library open, we plan to have several weeks of special programming, which we are currently working on.
- Dr. Bell called for a motion to give permission to move on with the planning of the upcoming events and let them know that we are behind them. Mr. Chester Mallory moved that we should follow the suggestion of Mrs. Ows regarding the upcoming events. Ms. Patina Moss seconded the motion. Motion approved unanimously, all in favor of moving forward with the planning of the events, no abstentions.
- The library served as a warming station the week we had the snow. Originally it was supposed to be all of the libraries, but we decided on one central location. Each of the

three days that we were open we had upwards of 15 people. They were shuttled from Beulah Baptist each morning. Rev. E. Baxter Morris and First Baptist Church provided a meal for them, then we found out we were not required to provide a meal for them. We only had one incident that we were able to handle because of the CPR training we received and were able to get the paramedics in. The Morgan Library is now officially apart of Emergency Management when it comes to warming and cooling centers.

VI. Committee Reports: Action

Dr. Bell reported that during the last meeting board members received a report from the Bookstore Committee, and we have followed through on that. All board members should have received communication from Dr. Bell stating that we are moving to close the bookstore due to being unable to come to an agreement. As the letter states, we will have a book sale twice a year, either in the library or the parking lot.

1. Friends of the Library – Mary McLemore reported that the Friends of the Library attended the Alternative Giving Gift Fair. They did make money, but do not have figures available at the time, she plans to have them at the next meeting. Several of the bookstore patrons offered free space for either a bookstore or storage. They will be going to look at those spaces in the coming week.
2. MCCPL Foundation – Dr. Bell reported on behalf of the MCCPL Foundation stating that they are now open for recommendations from the board for those who may have an interest in serving on the foundation. Please let Dr. Bell know. She is planning a meeting with two people that she knows who operate or have operated a foundation. She would really like for us to get the foundation going again. Mrs. Owes stated that she spoke with Judge McPherson about changing the signatures on the checking account. They also spoke with the accountant, and Courtney Williams, who was initially the attorney that helped establish the foundation. They advised them that it would be wise to allow the board president and the treasurer so that if we need to take money out, we would be able to. At the same time, we needed to do a resolution to the library board so that the library board would be fully aware of the fact that Dr. Bell’s name and Mr. Mallory’s name are on the account. We know that we will perhaps need to pull some money out before the board gets the foundation reestablished. The resolution can be found on page six of the director’s report. Dr. Bell called for a motion to be made to accept the resolution as is. Mr. Adam Muhlendorf made a motion to amend the resolution to read “Whereas, the Library Foundation has temporarily suspended its function as an independent body...”. Ms. Janet Waller seconded the motion. Motion passed unanimously. Mr. Adam Muhlendorf made a motion to accept the resolution as amended; Mr. Chester Mallory seconded the motion. Motion passed unanimously.

VII. Old Business – Nominating Committee Report : Action

Nominees to serve as the officers of the Library Board for 2018:

Katie Bell – President
Gary Burton – Vice President
Janet Waller – Secretary
Chester Mallory - Treasurer

Dr. Bell called for a motion to accept the slate of officers as presented. Mr. Adam Muhlendorf made a motion to move to accept the slate of officers. Mr. Chester Mallory seconded the motion. Motion passed unanimously.

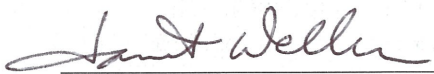
VIII. New Business - None

Miscellaneous

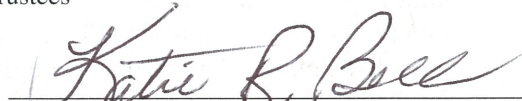
Adjournment

Being no further business to come before the Board, the meeting adjourned at 5:10 pm.

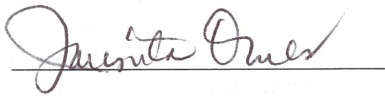
Montgomery City-County Public Library Board of Trustees



Janet Waller, Secretary



Katie Bell, President



Jaunita Owes, Library Director

Approved: May 3, 2018

DATE

Next Meeting
4:00 PM
Thursday, April 12, 2018
Juliette Hampton Morgan Memorial Library