

W. G. Rhea Public Library Board Meeting

January 23, 2024

4:00 p.m.

A. Meeting called to order by Vice-Chairperson, Stacy Hayes at 4:00 p.m.

B. Roll call by Secretary, Lisa K Fitzsimmons

Kathy Collins	✓	Susan Jones	ab
Jackie Mann	✓	Missy Hamilton	✓
Cindy Snyder	ab	Sam Tharpe	✓
Stacy Hayes	✓	Dennis Melhouse	✓
Lisa K Fitzsimmons	✓	Fran Jenkins (FOL)	ab
Troy Barrow	✓		
Ray Compton	ab		

C. Communication/Community Comments: None

D. Consent Agenda

Minutes and Financial Report stands as submitted. Treasurer report filed for audit.

Treasurer's Report:

Revised General Fund Custom Report September 1 – October 31, 2023

Amount available as of 9/01/2023	\$89,396.04
Revenue	65,388.27
Expenses	<u>64,435.44</u>
Net Revenue	10/31/2023 \$90,348.87

General Fund Custom Report November 1 – December 31, 2023

Amount available as of 11/01/2023	\$90,348.87
Revenue	69,342.19
Expenses	<u>62,876.02</u>
Net Revenue	12/31/2023 \$96,815.04

Program & Service Fund Custom Report November 1 – December 31, 2023

Amount available as of 11/01/2023	\$187,906.93
Revenue	5,870.66
Expenses	<u>8,574.51</u>
Net Revenue	12/31/2023 \$185,203.08

Balance 12/31/2023 in Checking \$6,507.66; High Yield \$178,695.42;  
 (Bequeaths: Kirk Ford \$18,723.00 and Helener Kane Currier Trust \$158,824.30)

E. Old Business:

Kathy updated the board on the staff training for CPR/Opioid Certification by Regional Overdose Prevention Specialist, Melesa Lassiter, on January 24 2024. The library will be closed from 9:00 a.m. until 1:00 p.m. Board members are invited to attend and pay the fee for the certification.

F. New Business:

Stacy and Kathy advised the board on the upcoming board reappointments for Missy Hamilton and Sam Tharpe and a new appointment for Lisa K Fitzsimmons' term expiring in June 2024. 2025. Kathy pointed out that the library did not have an online application process for new board members and the state recommended having one for the public. Motion was made by Sam Tharpe to put application on library website and seconded by Troy Barrow. Motion passed.

G. Committee Reports: Policy Committee Reports/updates/reviews

1. Procedure for Policy Change -- no changes
2. Digital Collection Policy -- no changes
3. Program Policy -- no changes
4. Reference Policy - no changes
5. Citizen Input & Conduct at Board Meetings - no changes

Motion was made by Troy to accept reviews with no changes and seconded by Dennis Melhouse, motion passed.

H. Director's Report:

Kathy apprised the board of an issue with heating system unit going out on January 13th. An electrician, Jay Hosford, was contacted and provided a quote of around \$500 to rebuild the monitoring system of the HVAC unit. She also updated the board on the ongoing email issues with Charter Spectrum. The email rheapubliclibrary.org is currently not working and they are now using rheapubliclibrary.com until the issue can be resolved.

She provided information on the January staff training opportunities attended and upcoming training opportunities. She mentioned the month of November was "Fine Forgiveness Month" and the library collected personal hygiene items and non-perishable food items in lieu of fines. In December, the library participated in several events: Festival of Trees, Gingerbread Houses, and the Polar Express.

Kathy presented the new Reading Challenge Initiative for 2024 and gave board members a copy of the calendar with monthly challenges. Participates in the monthly reading challenge will be eligible to win prizes. Another new initiative the library implemented is a Community Care Cabinet stocked with personal hygiene products and clothing items available to anyone that needs them. The initiative is being made possible by Friends of the Library.

I. Friends of the Library Report: None

J. Regional Director's Report: None

K. Adjournment

Meeting adjourned at 4:25 p.m.

Next meeting date March 19, 2024, at 4PM

Respectfully submitted,

  
Lisa K. Fitzsimmons