

Ida Hilton Public Library

1105 North Way, P.O. Box 1227, Darien, GA 31305-1227

(912) 437-2124 fax (912) 437-5113

Mrs. Rosa King, Library Manager

Called meeting to discussion a personnel matter and opening/closing for Christmas Saturday, Frances Haynes Room, Wednesday, Dec. 2, 2009

Present:

Shirley Johnson, Chair; Maggie Toussaint, Secretary; John Swingle, Treasurer; Ruth McIntosh, Craig Brooks, Diane Richardson, and Library Manager Rosa King. Board members not present: Cassandra Noble, Vice-Chair, and Carolyn Smith. Three community members were present for the meeting.

CALL TO ORDER

The meeting was called to order at 4:47 p.m. With six board members present, our needed quorum of five was met.

EXECUTIVE SESSION

John Swingle made a motion to go into executive session to discuss a personnel matter which was seconded by Maggie Toussaint. The motion carried unanimously. The community members were excused from the meeting.

John Swingle made a motion to come out of Executive Session at 5:42 p.m., seconded by Diane Richardson. The motion carried unanimously. The community members were invited back into the meeting room.

OPEN MEETING

Diane Richardson made a motion to table making the final selection of a candidate for the position of Library Clerk until the board reviewed all the documentation. The motion was seconded by Ruth McIntosh. Diane and Ruth voted for the motion; John Swingle, Craig Brooks, and Maggie Toussaint voted against the motion. The motion did not carry.

John Swingle made a motion to authorize the Chair and the Library Manager to continue documentation of the recommended candidate. If the candidate background check is acceptable based on state standards, then the Board authorizes the Chair and Library Manager to tender a job offer to the candidate. Maggie Toussaint seconded the motion. John, Maggie, and Craig Brooks voted for the motion, Ruth McIntosh and Diane Richardson voted against the motion. The motion carried.

A discussion ensued. Diane Richardson asked that she review the background check before the candidate is hired. John Swingle agreed that the check was essential to the hiring action, but said

he didn't need to personally see the confidential information. The Chair agreed to share the background check with any Board member who wished to see it.

John Swingle invited those who were unhappy with the hiring procedure to form a subcommittee and present their recommendations to the board. Ruth McIntosh stated she was unhappy with the process and wished there had been written notes from the candidate interviews that she could review.

Following the candidate discussion, the Chair asked the Board about Christmas Saturday. In the library's policies and procedures, Christmas Eve and Christmas day are holidays. Those days fall on Thursday and Friday in 2009. The Board was unanimous in deciding to close the library for Saturday, Dec. 26.

ADJOURNMENT

A motion was made to adjourn the meeting by John Swingle, seconded by Maggie Toussaint. The motion carried unanimously. The meeting adjourned at 5:51 p.m.

The next regularly scheduled Board meeting is Thursday, January 28 at 4:30 p.m. Please come 15 minutes early for the Wiki training.