

# Ida Hilton Public Library

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*Mrs. Rosa King, Library Manager*

## **Regular board meeting, Frances Haynes Room, Thursday, January 28, 2010**

### **Present:**

Shirley Johnson, Chair; Cassandra Noble, Vice-Chair; Maggie Toussaint, Secretary; John Swingle, Treasurer; board members Carolyn Smith, Ruth McIntosh, and Craig Brooks. Newly appointed board members present: Melvie Whitehead (city) and Cassandra Walton (school board). Also present was Lee Moon, Linda Kean, and Steven Schaefer from Three Rivers Regional Library, Rosa King (Library Manager) and two community members, Martha Carney and Donna Blackburn.

### **CALL TO ORDER**

The meeting was called to order at 4:48 p.m. A quorum was present.

(Note: prior to the meeting Lee Moon of TRRL provided Wiki training for the trustees from 4:20 to 4:40 p.m.)

### **TREASURER'S REPORT**

The board approved the treasurer's report.

### **SECRETARY'S REPORT**

The board approved minutes from the October 22 regular meeting, an executive session on October 22, and a called meeting on December 2.

### **LIBRARY MANAGER'S REPORT**

The manager's report included details on janitorial service, grounds, children's services, adult services, the poetry grant, black history month, an African story teller, the manager's meeting, and the new staff member. A summation of patrons by hour was also presented. The board accepted the manager's report.

### **COMMITTEE REPORTS**

There were no committee reports.

### **REPORT OF THE THREE RIVERS REPRESENTATIVES**

Linda Kean, TRRL director wants to centralize accounting practices and board insurance coverage. In addition she seeks to improve TRRL technical services. Steven Schafer will move TRRL into the age of Blackbaud accounting software and will train Ida Hilton trustees before he leaves TRRL this spring.

## **REPORT OF THE CHAIR**

Jane Hildebrand, volunteer, was elected Chair of Friends of the Library for the Georgia Library Association. New board members Melvie Whitehead and Cassandra Walton were introduced. The McBees were thanked for their donation of \$1221 from their used book sale, which will be used to purchase new library books.

## **OLD BUSINESS**

The personnel policy discussion was tabled pending revision of TRRL's personnel policy. Volunteer opportunities were discussed.

## **NEW BUSINESS**

Shirley Johnson asked that library employees be allowed to start their day 30 minutes earlier so that they could take a full hour for lunch during the work week. The action was tabled pending the decision on rearranging the library hours to accommodate children after school hours.

Two board members' terms will expire in June. They will not seek reappointment

As the secretary will be unavailable on April 22, Carolyn Smith will act as secretary for that meeting.

## **MEETING ADJOURNED**

The meeting adjourned at 6 p.m.

The next regularly scheduled Board meeting is Thursday, April 22 at 4:30 p.m.