



A Golden Past.
A Shining Future.

Marshes of Glynn Libraries

Brunswick-Glynn County Library St. Simons Island Public Library

Approved Minutes November 18, 2015

Meeting:

Marshes of Glynn Libraries Board of Trustees
November 18, 2015 at 5:30 PM
Meeting held in the Boardroom of the Brunswick-Glynn County Library located at
208 Gloucester Street, Brunswick, GA 31520.

Trustees Present:

Jane Lafferty, Chair
Matthew Permar
Joan Campbell
Whitney Bailey
Gloria Burns

Excused Absence:

Mike Martin, Vice Chair
Tashania Thomas, Treasurer
Ann McGlaughlin
Sandy Turbidy

Staff Present:

Geri Lynn Mullis
Lori Hull
Ben Bryson
Maureen Hersey

Call to Order:

The meeting was called to order by Chairwoman Lafferty.

Chairman's Comments:

Chairwoman Lafferty stated that the library was listed as a possible SPLOST project from Glynn County in the November 18, 2015 edition of *The Brunswick News*.

Mr. Permar made a motion to accept the New Position Request for FY17 Budget as item "f" under new business. Ms. Campbell seconded. The motion passed unanimously.

Approval of Minutes:

Ms. Campbell made a motion to accept the Executive Session Minutes from September 9, 2015, the Board of Trustee Meeting Minutes from October 14, 2015, and the Board of Trustees Called Board Meeting from October 29, 2015. Ms. Burns seconded. The motion passed unanimously.

Library Reports:

Financial

The monthly Expenditure and Revenue reports ending in September 30, 2015 were discussed.

MOGL

The MOGL Library report was discussed.

Library Statistics

There was a discussion on the October 2015 Library Statistics.

Committee Reports:

Personnel Committee

The committee will be meeting again at 4:30 PM on January 13, 2016.

Finance Committee

The committee will be meeting again in November 2015 to discuss the FY17 Budget.

Brunswick-Glynn County Library
208 Gloucester Street, Brunswick, GA 31520
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Constitution, By-laws and Policy Committee

The committee met on October 29, 2015.

Strategic Planning Committee

The committee met on November 2, 2015. The committee will meet again on December 1, 2015 at 4 PM.

Old Business:

There was no Old Business.

New Business:

Proposal to accept the agreement with OCI Yearbooks

Ms. Bailey made the motion to accept and sign the Oklahoma Correctional Industries agreement for digitizing the yearbook collection in the Heritage Room. Ms. Campbell seconded. The motion passed unanimously.

Proposal to accept the FY16 Budget Cut

Director Mullis requested a correction to the FY16 Budget Cut spreadsheet to change the \$100 cut from "Small Office Machines/Furniture," to "Computer Software Maintenance Agreement." After a discussion, the Trustees felt that the libraries' are already working with as slim a budget as possible and that the libraries cannot afford to cut a full \$5,000. The Trustees decided to reduce the total budget cut from \$5,000 to \$4,200. Specifically reducing the "Programming Supplies" cut from \$2,200 to \$1,200, and increasing the "Memorial – Books Purchase" cut from \$600 to \$800.

Ms. Campbell made the motion to accept and submit the Marshes of Glynn Libraries' proposed budget cut for FY16 to Glynn County with the correction and changes. Mr. Permar seconded. The motion passed unanimously.

Proposal to accept the Political Activity in the Library Facilities Policy

After a discussion, Mr. Permar made the motion to approve the Political Activity in Library Facilities policy. Ms. Burns seconded. The motion passed unanimously.

Proposal accept the Employee Use of Personal Mobile Devices Policy

After a discussion, Mr. Permar made the motion to approve the Employee Use of Personal Mobile Devices policy. Ms. Campbell seconded. The motion passed unanimously.

Proposal to accept the Exhibits Policy

After a discussion, Mr. Permar made the motion to approve the Library Exhibits policy. Ms. Bailey seconded. The motion passed unanimously.

New Position Request for FY17 Budget

Director Mullis discussed that the New Position Requests for FY17 Budget are due to Glynn County by December 4, 2015. The Brunswick Library is requesting a full time Library Assistant for the Brunswick Library and a part time Library Assistant for the SSI Library. Mr. Permar made a motion to accept the two New Position Requests for FY17 Budget. Ms. Campbell seconded. The motion passed unanimously.

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Executive Session:

No executive session was needed.

Announcements:

The next meeting of the Marshes of Glynn Libraries Board of Trustees will be on December 9, 2015 at 5:30 PM in the Boardroom of the Brunswick-Glynn County Library.

Adjourn:

The meeting was adjourned.

Minutes respectfully submitted by Geri Lynn Mullis

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