

**FULTON COUNTY PUBLIC LIBRARY****BOARD OF TRUSTEES MEETING****MONDAY, MARCH 11, 2013****CALL TO ORDER**

*Sandy Sawyer called the meeting to order at 4:00 p.m. Present at today's meeting were the following board members: Rosa Metzger, Linda Erp, Bob Uhrich, Raenae Overmyer, and Rusty McGrew. FCPL staff members included director Jon Gaskill, and Colleen Diveley. Absent from today's meeting were Leslie Walker and Becky Williams.*

**GUEST SPEAKER**

*Brian Johnson of the Fulton County Community Foundation gave the board an overview of the library's Permanent Funds. Everyone present was given a sheet showing the complete breakdown of funds and expenditures. A check in the amount of \$1209.00 was presented to the library for the Distribution Fund.*

**APPROVAL OF MINUTES**

*After reviewing the minutes from the February meeting, Bob moved to accept and Linda gave her second. Motion carried.*

**FINANCIALS**

*The board reviewed the monthly financials. Jon told the board \$32.18 needed to be transferred back to the fund for Salary of Assistants. This was due to an insurance clerical error and not a problem. Linda questioned the payout of vacation time for former Business Manager, Leesa Sexton. Jon said this was for earned vacation time and the check was given to Leesa's family as her survivors from the crash that claimed her life.*

*There were no further questions and Bob moved to accept the claims as presented. Rusty gave his second and the motion carried.*

**OLD BUSINESS**

*Amendments to the library's policies on security were discussed. Jon told the board of the staff meeting centered specifically on security and safety in the library. Rochester*

*Police officials spoke to the staff about keeping the library as safe and secure as possible, as well as what to do in the event of an assailant targeting the library and the patrons. Such policies and procedures are being developed, and on the advice of law enforcement officials, will be kept confidential.*

*Jon reviewed the agreements and expenditures with the board for using ADT/Tyco as our main service for security and fire alarms. Rosie moved to accept and Raenae seconded. Motion carried.*

### **NEW BUSINESS**

*Several staff members at FCPL are going to be interdepartmental. Richard Babb is working part-time at the Aubbee Branch as well as helping Dawn with administrative duties at Rochester and circulation duties. Andrea Steinbeck is working in Reference in the mornings and helping with Cataloging and Circulation in the afternoons and evenings. Andy Grubbs will soon be helping at Rochester in Cataloging. Mary Scott is focused in the Teen Area and Liz McCullough is working in Cataloging as well as helping with the cleaning duties at Rochester. This is due to the recent accident involving our regular custodian, Cheryl McCullough.*

*Technology policies need to be updated. Many helpful blogs are currently blocked on library computers. This was done as a safety measure many years ago, but as times and technology have changed, it has become needful to allow patrons to have access to many of these sites. Jon asked the board for permission to actively pursue a new website that is more conducive to getting information, particularly from blogs. Bob moved to allow this action to proceed and Rusty gave his second. Motion carried. The board will be given and update as progress is made.*

*Staff leave was discussed with the board members. Jon showed the board a written request from staff member Mike Rogers. Mike has temporarily moved out of state to pursue schooling for a different career. He has said that after he has finished his schooling he would like to be allowed to return to employment with the FCPL. Jon said that he would like for Mike to be allowed to come back to work. Mike has been a good employee and is well liked by staff and patrons. Rusty moved to give permission for Jon to rehire Mike upon his return to Rochester. Bob seconded and the motion carried.*

*Jon told the board that due to the severity of Cheryl McCullough's recent injuries, she may need more time to make a complete recovery and he wants to be sure that her*

*position with FCPL is held for her upon her return. There was no disagreement that her job should be held for her.*

*The need for FCPL to have a committee and a Long Range Plan was discussed. We have not had either for a number of years and it is time we begin working toward this goal. Jon was hoping to begin this fall. The board approved.*

*Permission is needed for the purchase of new display units for CDs at Rochester. Two units would be ordered for the sum of \$1689.00 each. Rosie made a motion to approve spending \$3400.00 to purchase these units. Linda seconded and the motion carried.*

### **OTHER BUSINESS**

*The board has asked for an updated Staff Directory. Jon will get that going.*

*Many of the board members mentioned the lovely quilt display in the Great Hall and said it was much appreciated. Displayed quilts were handmade by staff member Becky Williams' mother-in-law.*

*The board expressed the need to raise the pay for Director Jon Gaskill. He has done a fine job leading the library and they felt his pay should reflect the hard work and effort he has shown. With that in mind, the board suggested his pay be raised by ten percent effective immediately. This would bring his annual salary to \$44,000.00. Bob moved to approve the raise and Linda seconded. Motion carried.*

*Jon and his family have bought a house in Rochester and will be moving in at 816 Jefferson Street. He and his family will be a welcome asset to our community. Their newest family member is due to arrive on July 29<sup>th</sup> of this year.*

*Jon shared Cheryl McCullough's address with the board and said she would welcome cards or letters during her recovery.*

*Jon told the board he would like to see the library focus on marketing ourselves to the community from March through May. The canned food drive was a success and we'd like to keep the momentum going.*

### **PUBLIC FORUM**

*There was no public attendance at today's meeting.*

### **ADJOURNMENT**

*At 5:27 p.m. Bob moved to adjourn. Rusty seconded and the meeting was adjourned.*

*Respectfully submitted,*

*Colleen Diveley*

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***NEXT BOARD MEETING WILL BE ON MONDAY, APRIL 8<sup>TH</sup>, 2013, AT 4:00 P.M.  
IN THE DIRECTOR'S OFFICE OF THE FULTON COUNTY PUBLIC LIBRARY.***