

Augusta-Richmond County Public Library System
Board of Trustees Regular Meeting
Friedman Branch Library
Monday, March 18, 2024
5:30 pm

I. CALL TO ORDER

The meeting of the Augusta-Richmond County Public Library System (ARCPLS) Board of Trustees was called to order at 5:30 pm by Board President, Anna Reeves.

II. ROLL CALL

Members present: Anna Reeves (President); Morris Porter (Vice President); Brenda Garman (Treasurer); Kimberly Brown; Cher Best; Tonia Gibbons; Christine Rhodes; Kigwana Cherry. Members absent: Anita Rookard (excused); Carletta McGruder (excused). Ex-officio members present: Dennis Garman (Friends of the Augusta Library); Emanuel Mitchell (Library Director); Tina Monaco (transcriber); Ex-officio members absent: Leon Maben (Friends of the Augusta Library President); Commissioner Bobby Williams.

III. APPROVAL OF AGENDA

Mr. Porter moved to approve the agenda as written. Ms. Garman seconded. All voted in favor. The motion carried.

IV. APPROVAL OF MINUTES

Mr. Porter moved to approve the minutes as written. Ms. Rhodes seconded. All voted in favor. The motion carried.

V. ELECTION OF BOARD OFFICERS FOR FY2024-FY2025

Mr. Porter named the candidates as follows: Mr. Morris Porter (President); Ms. Brenda Garman (Vice President); Ms. Tonia Gibbons (Treasurer).

Ms. Best made a motion to approve the executive board for the FY2024 – FY2025 term. Ms. Rhodes seconded. All voted in favor. The motion carried.

VI. TREASURER'S REPORT

Mr. Mitchell reported the following:

- Richmond County government is now netting ARCPLS payroll.
- Totals for full-time salaries and part time wages for February 2024.
- ARCPLS is in good standing to move forward with the 3% cost of living increase.
- Part time wages increased in February, as part-time positions have been filled.
- Receipts for February 2024 bring the library closer to its annual goal of \$18,242.39

VII. REPORTS

- A. President's Report:** Ms. Reeves thanked the board for their hard work and support during her tenure as board president.
- B. Director's Report:**
- Capital outlay total is \$210,000 with a carryover from 2023 from Appleby and HQs Library bringing the total to \$283,240.00. Mr. Mitchell referred the board to the document breaking down the projects covered, including HQs, Maxwell, and Friedman roof replacements, and the flooring in the children's department at HQs.
 - Mr. Mitchell updated the board on the current appropriation status of Appleby Branch Library with state legislators and representatives. He will follow up. Richmond County paying for the renovations is contingent upon state reimbursement. If approved by the Georgia House of Representative and Senate, the Knox Foundation is tentatively willing to grant \$200,000.00 to assist with the renovations.
 - Mr. Mitchell and the board discussed Senate Bill 390 and the importance of maintaining a dialogue with state representatives regarding the bill.
- A. Committee Reports:** Ms. Reeves discussed the YMLA account and the board's responsibility to recommend appointments to the executive board of YMLA. Committee Chair, Kigwana Cherry will begin working on candidates to serve on YMLA.
- B. Friends of the Augusta Library Report:** Mr. Garman reviewed new membership, the upcoming May 3-4 2024 book sale, the Appleby Concert Series, and the Summer Reading Program. Ms. Best asked for flyer promoting the May book sale to share with the public. Ms. Reeves asked Mr. Garman to put together an ask of \$500 for the Augusta Women's Club to donate to the Appleby Concert Series.

VIII. UNFINISHED BUSINESS

- a) Incident Reports:** Mr. Mitchell reported one incident that occurred at HQs on February 22, 2024 involving a patron who accused another patron of brandishing a knife in a threatening manner. After further investigation, i.e. speaking with the marshal on duty and reviewing security footage, it was determined the incident did not involve a knife. The incident occurred during a paid event in the HQs auditorium.
- b) Tech Hub:** The tech hub is slated to open soon.
- c) Appleby Lease Agreement with EDS:** Mr. Mitchell identified an error in the lease agreement and notified Ms. Douse. He is waiting for corrections to be made, at which time, the edited agreement will need to be signed.

IX. NEW BUSINESS

- a) Bedingfield, McCutcheon, & Perry Library Audit:** the audit found ARCPLS to be in good standing. After tax season, Mr. Mitchell will schedule Ms. Alicia Markyna to come and review the audit with the board. Bedingfield, McCutcheon, & Perry is downsizing and will not be able to audit ARCPLS in FY2024. Mr. Mitchell is deciding on another CPA to conduct the ARCPLS audit.

- b) **Lawn Service Contract:** Mr. Mitchell is waiting on Richmond County to provide a contract from the new lawn service company.
- c) **2023 Audit:** See above.

X. PUBLIC COMMENT

Ms. Best discussed speaking with the Augusta delegation during the board visits to the Capitol about organizing an “Augusta Day” at the library. Mr. Blocker is creating a flyer to advertise the event which Mr. Mitchell will submit for the boards review once a date has been selected.

Ms. Best asked if ARCPLS has a committee organized specifically to raise and manage donation dollars. Mr. Mitchell discussed the Augusta Library Foundation which was in operation for many years but is now defunct. He would like to reactivate the foundation, and recommended setting up a fundraising committee for this purpose. The board also discussed the pros and cons of reactivating the Augusta Library Foundation as opposed to using the Community Foundation and/or YMLA and/or FOAL for fundraising dollars. Currently, the fundraising dollars are managed by FOAL. Per the Augusta Library Foundation, an executive director and board will have to be appointed to manage the foundation.

XI. ADJOURNMENT

The regular meeting of the Augusta-Richmond County Public Library Board of Trustees adjourned at 6:30 p. m.