

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY
Minutes – Regular Session, February 23, 2017

The Public Library Board of Cullman County met on Thursday, February 23, 2017 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Chair Hogue, Ms Scott, Mr. Scott and Mr. Turner. Also present were Ms. Townson, Library Director, Mr. Hand, Assistant Library Director, and guest Anna Sparks.

Chair Hogue called the meeting to order at 4:40 p.m. The first item was the adoption of the minutes from the December meeting. Mr. Scott moved to approve the minutes and was seconded by Ms Scott. They were unanimously approved.

The next item on the agenda was approval of the financial reports from November. Mr. Hogue moved to approve the reports and was seconded by Mr. Scott. It was unanimously approved.

The approval of the director's report was next. Mr. Hogue moved to approve the report and was seconded by Mr. Turner. It was unanimously approved.

A Citizen's Request for Reconsideration of Library Material was next on the agenda. After much discussion of the author, Marina Abramovic, and her works, it was decided that the board understood patron concerns, but that they could not start censoring materials, and that the librarian should look at the item to determine if it should be kept behind the desk. Mr. Hogue so moved and was seconded by Mr. Turner. The motion was unanimously approved.

Under other action items, Ms. Townson brought up the fact that board signatures on the library's financial accounts were out of date. Mr. Turner moved to resolve to add the new board members to the accounts and remove the old ones. He was seconded by Ms Scott and was unanimously approved.

Ms. Townson presented the board with the newly completed FY 2015 audit, but it would not be considered for approval until the next meeting as the board had not had a chance to look at it yet.

The next meeting was set for March 23, 2017 at 4:30 p.m. in the Special Collections Room of the Cullman Branch.

There being no further business, the meeting was adjourned at 5:13 p.m.

Respectfully submitted,

Max W. Hand
Assistant Library Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY
Minutes – Regular Session, March 23, 2017

The Public Library Board of Cullman County met on Thursday, March 23, 2017 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Chair Hogue, Ms Green, Ms Scott, Mr. Scott and Mr. Turner. Also present were Ms. Townson, Library Director, Mr. Hand, Assistant Library Director.

Chair Hogue called the meeting to order at 4:25 p.m. The first item was the adoption of the minutes from the February meeting. Mr. Turner moved to approve the minutes and was seconded by Mr. Scott. They were unanimously approved.

The next item on the agenda was approval of the financial reports from December. Mr. Hogue moved to approve the reports and was seconded by Mr. Scott. It was unanimously approved.

The approval of the director's report was next. Mr. Scott moved to approve the report and was seconded by Ms Scott. It was unanimously approved.

The Fiscal Year 2015 Audit was next on the agenda. It had been distributed in the previous Board meeting. Mr. Hogue moved to approve the audit, and was seconded by Ms Green. The audit was unanimously approved.

There were no other action or informational items.

The next meeting was set for May 25, 2017 at 4:30 p.m. in the Special Collections Room of the Cullman Branch.

There being no further business, the meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Max W. Hand
Assistant Library Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY
Minutes – Regular Session, May 25, 2017

The Public Library Board of Cullman County met on Thursday, May 25, 2017 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Chair Hogue, Ms Green, Mr. Scott and Mr. Turner. Also present were Ms. Townson, Library Director, Mr. Hand, Assistant Library Director.

Chair Hogue called the meeting to order at 4:30 p.m. The first item was the adoption of the minutes from the March meeting. Ms Green moved to approve the minutes and was seconded by Mr. Turner. They were unanimously approved.

The next item on the agenda was approval of the financial reports from March and April. Mr. Turner moved to approve the reports and was seconded by Mr. Hogue. They were unanimously approved.

The approval of the director's report was next. Mr. Scott moved to approve the report and was seconded by Mr. Turner. It was unanimously approved.

Ms Townson passed out signature sheets from the bank, but no action was necessary on it.

There were no other action items.

Under informational items, Ms Townson told the board about the progress on the LSTA grant project, and the project sending newspapers to be microfilmed and digitally scanned. The board requested that Ms Townson check to see if anyone else was having microfilming of the paper done.

The next meeting was set for July 20, 2017 at 4:30 p.m. in the Special Collections Room of the Cullman Branch.

There being no further business, the meeting was adjourned at 5:15 p.m.

Respectfully submitted,

Max W. Hand
Assistant Library Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY
Minutes – Regular Session, July 20, 2017

The Public Library Board of Cullman County met on Thursday, July 20, 2017 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Chair Hogue, Ms Green, Ms Scott and Mr. Scott. Also present were Ms. Townson, Library Director, Mr. Hand, Assistant Library Director.

Chair Hogue called the meeting to order at 4:30 p.m. The first item was the adoption of the minutes from the May meeting. Mr. Scott moved to approve the minutes and was seconded by Ms Green. They were unanimously approved.

The next item on the agenda was approval of the financial report from May. Mr. Scott moved to approve the report and was seconded by Ms Green. It was unanimously approved.

The approval of the director's report was next. Ms Scott moved to approve the report and was seconded by Mr. Scott. It was unanimously approved.

There were no other action items.

Under informational items, Ms Townson told the board about what was being done about leaks in the roof and that she might get Richters to clean the marble on the building. The board suggested having them inspect the marble while they were at it. It was also suggested that the library check with Samford University about microfilming newspapers as they seemed to be microfilming again.

The next meeting was set for August 24, 2017 at 4:30 p.m. in the Special Collections Room of the Cullman Branch.

There being no further business, the meeting was adjourned at 5:20 p.m.

Respectfully submitted,

Max W. Hand
Assistant Library Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY
Minutes – Regular Session, August 24, 2017

The Public Library Board of Cullman County met on Thursday, August 24, 2017 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Chair Hogue, Ms Scott and Mr. Scott. Also present were Ms Brenda Scott, Ms Townson, Library Director, Mr. Hand, Assistant Library Director.

Chair Hogue called the meeting to order at 4:30 p.m. The first item was the adoption of the minutes from the July meeting. Ms Scott moved to approve the minutes and was seconded by Mr. Scott. They were unanimously approved.

The next item on the agenda was approval of the financial reports from June and July. Mr. Hogue moved to approve the report and was seconded by Mr. Scott. It was unanimously approved.

The approval of the director's report was next. Ms Scott moved to approve the report and was seconded by Mr. Scott. It was unanimously approved.

There were no other action items, or informational items.

The next meeting was set for September 21, 2017 at 4:30 p.m. in the Special Collections Room of the Cullman Branch.

There being no further business, the meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Max W. Hand
Assistant Library Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY
Minutes – Regular Session, September 21, 2017

The Public Library Board of Cullman County met on Thursday, September 21, 2017 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Chair Hogue, Ms Green and Mr. Scott. Also present were Ms Brenda Scott, Ms Townson, Library Director, and Mr. Hand, Assistant Library Director.

Chair Hogue called the meeting to order at 4:30 p.m. The first item was the adoption of the minutes from the August meeting. Mr. Scott moved to approve the minutes and was seconded by Ms Green. They were unanimously approved.

The next item on the agenda was approval of the director's report. Mr Scott moved to approve the report and was seconded by Ms Green. It was unanimously approved.

Under other action items, Mr. Hogue appointed the nominating committee for FY 2018, consisting of Mr. Scott, Ms Green and himself, and decided that they would meet just after the meeting adjourned.

Under informational items, Ms Townson told them about the progress with the self-check system.

The next meeting, both the Regular and Annual, was set for October 19, 2017 at 4:30 p.m. in the Special Collections Room of the Cullman Branch.

There being no further business, the meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Max W. Hand
Assistant Library Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY
Minutes – Annual Session, October 19, 2017

The Public Library Board of Cullman County met in Annual Session on Thursday, October 19, 2017 at 5:00 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Ms Green, Ms Brenda Scott, Ms Lea Scott, Mr. Scott Mr. Turner and Chairman Hogue. Also present were Ms. Townson, Library Director and Mr. Hand, Assistant Library Director.

Chair Green called the meeting to order at 5:00 p.m. The first item was the Election of Officers. The slate put forward by the nominating committee was: Mr. Hogue, Chair, Ms Green, Vice-Chair, and Ms. Lea Scott, Treasurer. Mr. Turner moved to accept the slate as presented and was seconded by Ms Brenda Scott. The slate was unanimously approved.

The next item on the agenda was the adoption of the 2018 Library General Fund. Mr. Turner moved to approve the budget, and was seconded by Ms Brenda Scott. It was unanimously approved.

Acceptance of the Annual Report of the Library Director was next. Chair Hogue moved to accept the report and was seconded by Ms Lea Scott. The motion was unanimously approved.

The next item on the agenda was appointment of board committees. The committees were set by Chairman Hogue as follows: Finance: Chair Hogue, Ms Green, Ms Brenda Scott; Personnel: Ms. Green, Chair Hogue, Ms Lea Scott; Public Relations: Ms Green, Mr. Turner, Ms Lea Scott; Building and Grounds: Chair Hogue, Ms Brenda Scott, Mr. Turner.

The next regular meeting was set for Thursday, November 16 at 11:00 a.m. at the Cullman branch.

There being no further business, the meeting was adjourned at 5:30 p.m.

Respectfully submitted,

Max W. Hand
Assistant Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY
Minutes – Regular Session, October 19, 2017

The Public Library Board of Cullman County met on Thursday, October 19, 2017 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Ms Green, Ms Brenda Scott, Ms Lea Scott, Mr. Scott, Mr. Turner and Chairman Hogue. Also present were Ms Townson, Library Director and Mr. Hand, Assistant Library Director.

Chair Hogue called the meeting to order at 4:30 p.m. The first item was the adoption of the minutes from the September meeting. Mr. Scott moved to approve the minutes, and was seconded by Ms Lea Scott. The minutes were approved.

The next item on the agenda was approval of the financial report. Mr. Hogue moved to approve the report and was seconded by Mr. Turner. It was unanimously approved.

Ms Townson asked the board to match the raise that the County gave to County employees for library employees not on the County Payroll. She said that the County had not given the funds to do so, but that it was only fair. Mr. Scott moved to approve the pay increase, and was seconded by Ms. Green. It was unanimously approved.

Ms Townson spoke with the board about getting permission to digitize permanent records on the library to PDFs. The board stated that this was a management decision and whatever she wanted was fine.

Under other action items, the Mr. Hogue moved to take \$250 from library surplus funds to purchase a book in memory of long time employee Carole Grinnell. He was seconded by Mr. Scott and it was unanimously approved.

Under other informational items, Ms Townson presented Mr Dan Scott with a 32 year service award for his years of service to the Library Board of Cullman County.

There were no informational items, so Mr. Hogue adjourned the meeting at 5:00.

Respectfully submitted,

Max W. Hand
Assistant Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY
Minutes – Regular Session, November 16, 2017

The Public Library Board of Cullman County met on Thursday, November 16, 2017 at 11:00 a.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Chair Hogue, Ms Green and Ms. Brenda Scott. Also present were Ms Townson, Library Director, and Mr. Hand, Assistant Library Director.

Chair Hogue called the meeting to order at 11:00 a.m. The first item was the adoption of the minutes from the October meeting. Mr. Hogue moved to approve the minutes with corrections and was seconded by Ms Green. They were unanimously approved.

The September financial report was next on the agenda. Ms Brenda Scott moved to approve the report and was seconded by Ms Green. It was unanimously approved

The next item on the agenda was approval of the director's report. Ms Brenda Scott moved to approve the report and was seconded by Ms Green. It was unanimously approved.

The next item was approval for closing the Saturday before Christmas and New Year's Day. Ms Brenda Scott moved to approve the closures on those days and was seconded by Ms Green. The motion was unanimously approved.

Ms Townson asked for permission to digitize the permanent retention files, but Mr. Hogue said it was upon the digression of the Director.

There was no other action or informational items.

The next meeting was set for January 25, 2018 at 4:30 p.m. in the Special Collections Room of the Cullman Branch.

There being no further business, the meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Max W. Hand
Assistant Library Director