

Chattahoochee Valley Libraries Regional Board Meeting  
August 16, 2024 – 5:30pm  
Columbus Public Library

In attendance; Amanda Hollomon, Chair, Darcy Brito, Vice Chair, Nea Permenter, Secretary, Donovan Granville, Seleta Rogers, and Todd Robinson. Also attending, Alan Harkness, Director of CVL (Chattahoochee Valley Libraries), Tracie Price, Finance and Human Resources Coordinator (CVL), Katie Burnett, Branch Manager (CPL), Kayla Staubitz, Library Associate, (CPL), Lizette Cruz, Administrative Specialist, (CVL)

- I. Call to Order – the meeting was called to order at 5:30 pm.
- II. **Approval of April 23, 2024, minutes** – Motion to approve by Todd Robinson, second by Darcy Brito. Unanimous approval by Hollomon, Brito, Granville, Permenter, Rogers, and Robinson.
- III. Public Comment – There was none.
- IV. Treasurer’s Report – Tracie Price presented the treasurer’s report.
- V. Director’s Report – Director Harkness presented the director’s report.

The South Columbus Public Library is set for a soft opening on September 17<sup>th</sup>. It is possible that completion might be a week early, which will give them a little more time to move in and set up prior to opening. The final cost of the South Columbus Public library renovation is coming to about 9.4 million.

The Director sat down with Dee Spinks-Russell, the branch manager at Parks Memorial Public Library and Nea Permenter, the chair of the Stewart County library Board to begin to plan for the renovation of Parks Memorial in 2026. A discussion must be had with the city about finding a temporary location for the Parks Memorial Public Library while renovation is taking place. It is possible that construction could start as early as July 2025.

Director Harkness has decided to hold off on submitting to the state for the grants to renovate the Marion County Public Library for one year. The state list is short so grants are coming up for a vote quickly. Marion County needs more time to raise the matching funds needed as a grant requirement.

Director Harkness went over the dashboard. While market share has gone down by 1% actual active cardholders has risen by nearly 1000 and retention has been up by 3% since the last meeting in April. Director Harkness pointed out that while print circulation is only up 2%, digital circulation has increased by 22%. Due to this increase, an extra \$25,000 was allocated in the FY25 budget for digital materials.

- VI. Unfinished Business – There was none.

VII. New Business –

**i. Approve Revised / Updated Policies**

**a. Reconsideration of Library Materials MNG3**

Rogers made a motion to approve the Reconsideration of Library Materials MNG3 as revised. Motion was seconded by Robinson. Motion was approved unanimously by Hollomon, Brito, Granville, Permenter, Rogers and Robinson.

**b. Code of Conduct**

Robinson made a motion to approve the Code of Conduct as revised. Motion was seconded by Rogers. Motion was approved unanimously by Hollomon, Brito, Granville, Permenter, Rogers and Robinson.

**c. Code of Conduct- Consequences**

Granville made a motion to approve the Code of Conduct- Consequences as revised. Motion was seconded by Brito. Motion was approved unanimously by Hollomon, Brito, Granville, Permenter, Rogers and Robinson.

**d. Meeting Room Use**

Brito made a motion to approve the Meeting Room Use policy (now named Facilities) as revised. Motion was seconded by Robinson. Motion was approved unanimously by Hollomon, Brito, Granville, Permenter, Rogers and Robinson.

**ii. Approve Director Salary (Revised from 4/23/2024)**

Revision due to the library system wide salary increase of 3%. Brito made a motion to approve the Director's salary as revised. Motion was seconded by Rogers. Motion was approved unanimously by Hollomon, Brito, Granville, Permenter, Rogers and Robinson.

**iii. Approve Closure Dates for FY26**

Permenter made a motion to approve the closure dates for FY26. Motion was seconded by Brito. Motion was approved unanimously by Hollomon, Brito, Granville, Permenter, Rogers and Robinson.

**iv. Approve the delegation of authority from CVL Regional Board to the Stewart and Marion County Library Boards for the Supervision of their individual construction projects.**

Brito made a motion to approve the delegation of authority from CVL Regional Board to the Stewart and Marion County Library Boards. Motion was seconded by Granville. Motion was approved unanimously by Hollomon, Brito, Granville, Permenter, Rogers and Robinson.

VIII. Next meeting is scheduled for October 17<sup>th</sup>, 2024, at 5:30 P.M.  
Location: South Columbus Public Library.

IX. The meeting was adjourned at 6:20 PM.

