

**Jefferson County Library System  
Regular Meeting  
McCollum Library, Wrens, GA  
November 7, 2016; 5:00PM**

**Minutes**

Chairman Beth Usry called the meeting to order at 5:00.

**Members present:** Damita Bynes, Johnny Davis, Sharon Fleming, Billy Jordan, Shaun Lattimore, Beth Usry, Deborah Wilkerson, Jan Wren

**Members absent:** Tiffany Pitts, L.W. Sherrod

The minutes of the September meeting were approved as posted.

**Financial**

Carol Taylor shared a report of the expenditures to date for the board to review.

**Old Business**

Ms. Taylor reported that MacWorks has invoiced the county libraries for \$19,500 although no services have been provided and all of their equipment has been removed from all branches.

**New Business**

- Carol Taylor reported that the Parental Accountability Court held its first session at the Louisville library on November 7.
- A new copier was installed in the Wrens Branch last week which reduced the monthly lease fee. Digital Office Equipment now provides copiers to all three branches. The Library System received a free unbinder with the copier; it is housed in Louisville.
- A copy of the libraries' 2017 holidays was provided for review. A staff development will be held on January 13, 2017.
- The employee leave policy was reviewed and discussed, but no change was made to the existing policy. Mr. Davis brought to the board's attention a discrepancy existing between the branches with regard to employee breaks. The Wrens and Wadley librarians don't have anyone to cover for them so that they may take morning and afternoon breaks. The board will reconsider the break policy at a future meeting.
- Ms. Taylor offered a return check policy for the board's consideration. After discussion of the proposed policy, Mr. Davis made a motion to accept it. Ms. Wren seconded, and the motion passed.
- Mr. Davis moved that suggested changes to Policy 6.6 regarding terms of board members' service be adopted. Mrs. Wilkerson seconded, and the motion carried.

Johnny Davis made a motion to adjourn the meeting; Jan Wren seconded. The meeting was adjourned at 6:15.