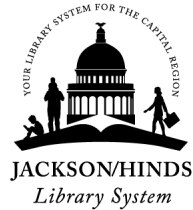


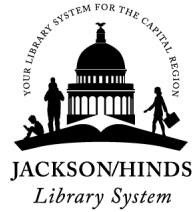
*Minutes of the Administrative Board of Trustees Meeting on April 25, 2023*  
*Approved at the Regular Meeting of the the Administrative Board of Trustees on May 23, 2023*

	<b>VENUE: Margaret Walker Alexander Library/Audio Conference/Virtual</b>
<b>CALL TO ORDER:</b>	Chairman Peyton Smith called the meeting to order at 4:04 p.m. and announced that there was a quorum.
<b>MEDITATION:</b>	Mary Garner delivered a prayer to open the meeting.
<b>ROLL CALL:</b>	Trustees Present at the Margaret Walker Alexander Library: Peyton Smith (Board Chairman), Dr. Earline Strickland, Mary Garner, David Burks, Jr., Paul Forster, and Raymond Frasier (Board Attorney)  Trustees Absent: Chester Ray Jones and Terry Johnson  Also Present at Margaret Walker Alexander Library: Floyd Council (Executive Director), Laura Jane Glascoff (Director of Human Resources), Justin Carter (Director of Finance), Miao Jin (Director of Technical Services), Freda Busby (Administrative Assistant for Public Services), Michael Bennett (IT Assistant), and Josh Sherriff (Webmaster)
<b>APPROVAL OF AGENDA:</b>	Peyton Smith informed the board the agenda would remain open in case any board members wanted to add anything to it during the meeting.
<b>APPROVAL OF MINUTES:</b>	It was noted the Terry Johnson was present at the March Board Meeting via virtual/call in meeting.  <i>Motion: David Burks moved, seconded by Mary Garner, to approve the minutes.</i>  <i>Approval: There being neither objections, nor abstention, the motion carried.</i>
<b>ADMINISTRATIVE REPORTS:</b>	
<b>Finance Report:</b>	Justin Carter presented the Finance Report as published in the board packet.  <i>Motion: Mary Garner moved, seconded by Dr. Earline Strickland, to accept the Finance Report.</i>  <i>Approval: There being neither objections, nor abstentions, the motion carried.</i>
<b>Human Resources Report:</b>	Laura Jane Glascoff presented the Human Resources Report as published in the board packet.  The board engaged in brief discussion of hiring possibilities and attendance at employment fairs to hire new employees  <i>Motion: Mary Garner moved, seconded by David Burks, Jr., to accept the Human Resources Report.</i>  <i>Approval: There being neither objections, nor abstentions, the motion carried.</i>
<b>Public Services Report:</b>	Floyd Council presented the Public Services Report.
<b>EXECUTIVE DIRECTOR'S REPORT:</b>	Floyd Council presented the Executive Director's Report. He asked that the board approve the Public Service Report and Executive Director's Report as published in the board packet. The Board engaged in a discussion about leases and facilities issues in the rural county branches. There was discussion about the Welty Relocation Project focusing on when and how it will close. No recommendation was proposed was proposed for vote of final approval.



*Minutes of the Regular Meeting of the Administrative Board of Trustees on April 25, 2023*

<p><b>CHAIRMAN'S REPORT:</b></p>	<p>Chairman Peyton Smith discussed meeting with the city about various libraries, including fixing Willie Morris Library, getting the HVAC repaired at Medgar Evers Library before Summer Reading, and the Welty Relocation Project and where it will move. The Welty Relocation Project was referred to the facilities committee.</p>
<p><b>DISCUSSION:</b></p> <p><b>Old Business Discussion:</b></p>          <p><b>New Business Discussion:</b></p>	<p>Peyton Smith also mentioned the 2024 Budget. There should be a proposed budget for the budget and finance committee to review during the course of this month. After workshopping with the staff, there should be a budget to vote on at the May Board Meeting to submit to the City Council and County Board of Supervisors.</p> <p>Floyd Council asked the board for permission to sign the agreement for the Summer Food Service Plan with New Vineyard Church CDC.</p> <p><i>Motion: Earline Strickland moved, seconded by Paul Forster, to authorize moving forward with the Summer Food Program Partnership, pending approval by Attorney Frasier.</i></p> <p><i>Approval: There being neither objections, nor abstentions, the motion carried.</i></p> <p>Peyton Smith mentioned that the 1986 Agreement was still awaiting a decision from the Attorney General.</p> <p>Floyd Council asked the board for approval to hire another custodian.</p> <p><i>Motion: Mary Garner moved, seconded by Paul Forster, to add another custodian position, bringing the total custodial staff to 4 people.</i></p> <p><i>Approval: There being neither objections, nor abstentions, the motion carried.</i></p> <p>Justin Carter presented a car insurance settlement review. He recommended that the system use the settlement money to help buy a replacement vehicle.</p> <p><i>Motion: David Burks moved, seconded by Paul Forster, to accept the settlement and purchase a new/used IT cargo van.</i></p> <p><i>Approval: There being neither objections, nor abstentions, the motion carried.</i></p> <p><i>Motion: Paul Forster moved, seconded by David Burks to move into executive session.</i></p> <p><i>Approval: There being neither objections, nor abstentions, the motion carried.</i></p> <p>Peyton Smith also mentioned the 2024 Budget. There should be a proposed budget for the budget and finance committee to review during the course of this month. After workshopping with the staff, there should be a budget to vote on at the May Board Meeting to submit to the City Council and County Board of Supervisors.</p>



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<p><b>Nominating Committee Discussion:</b></p>	<p>Floyd Council asked the board for permission to sign the agreement for the Summer Food Service Plan with New Vineyard Church CDC.</p> <p><i><b>Motion:</b> Earline Strickland moved, seconded by Paul Forster, to authorize moving forward with the Summer Food Program Partnership, pending approval by Attorney Frasier.</i></p> <p><i><b>Approval:</b> There being neither objections, nor abstentions, the motion carried.</i></p> <p>Peyton Smith mentioned that the 1986 Agreement was still awaiting a decision from the Attorney General.</p> <p>Mary Garner recommended that the Nominating Committee approve the changes to the board officers, including Peyton Smith becoming Board Chairman, David Burks Jr. becoming Vice Chair, and Paul Forster becoming Secretary.</p> <p><i><b>Motion:</b> Paul Forster moved, seconded by Dr. Earline Strickland, to approve the amended slate of officers.</i></p> <p><i><b>Approval:</b> There being neither objections, nor abstentions, the motion carried.</i></p> <p><i><b>Motion:</b> Peyton Smith moved, seconded by Paul Forster, to accept Mary Garner's recommendation for Dr. Earline Strickland to assume the office of Treasurer.</i></p> <p><i><b>Approval:</b> There being neither objections, nor abstentions, the motion carried.</i></p>
<p><b>EXECUTIVE SESSION:</b></p>	<p>The board entered into Executive session at 6:00 p.m.</p>
<p><b>OPEN SESSION:</b></p> <p><b>DATE, TIME AND LOCATION FOR NEXT MEETING:</b></p>	<p>The board returned to open session.</p> <p>It was announced that no action was taken.</p> <p>The next meeting for the Board of Trustees is scheduled for Tuesday, May 23<sup>rd</sup> at <b>4:00 p.m.</b> at the Margaret Walker Alexander: Library.</p>
<p><b>ADJOURNMENT:</b></p>	<p><i><b>Motion:</b> Paul Forster moved, seconded by David Burks, to adjourn the meeting.</i></p> <p><i><b>Approval:</b> There being neither objections, nor abstentions, the motion carried.</i></p> <p>The Meeting adjourned at 6:32 p.m.</p>