

The Atlanta Public Library Board of Trustees met on January 11, 2024. The meeting was called to order by President Connie Wertheim at 6:30 P.M. The roll call was taken with the following Trustees present: Connie Wertheim, Heather Chapman, Savannah Langley, Jason Dean, and Chris Colaw. Karin McDowell and Holly Sanford were absent. Also, present were Christina Vannoy, Administrator Director; Julianna Nordman, Program Director/Museum Director; and Larry Brandt.

Public Comments

Larry Brandt shared his concerns about the lack of/no security in the museum.

Declaration of Trustee Vacancy

President Connie Wertheim read Holly Sanford's request to no longer serve on the Atlanta Public Library Board. As stated on a Facebook page by Holly, "My last day of service for the Board of Trustees of the Atlanta Public Library District and as a volunteering community member for the Atlanta Public Library was December 14, 2023." A motion was made by Savannah Langley that the Trustees accept Holly Sanford's resignation as a Trustee of the Atlanta Public Library District effective January 11, 2024. Heather Chapman second the motion. Roll call was as follows: Connie Wertheim, yes; Heather Chapman, yes; Savannah Langley, yes; Jason Dean, yes; Chris Colaw, yes. Motion carried.

Approval of December 14, 2023, Special Meeting Minutes

The Trustees read over the December 14, 2023, minutes. Connie Wertheim asked if there were any corrections or additions. Hearing none, Heather Chapman made the motion to accept the December 14, 2023, minutes. Jason Dean second the motion. Roll call was as follows: Connie Wertheim, yes; Heather Chapman, yes; Savannah Langley, yes; Jason Dean, yes; Chris Colaw, yes. Motion carried.

Approval of December 31, 2023, Financial Report

The Trustees read over the December 31, 2023, financial report. Connie Wertheim asked if there were any questions regarding the report. Hearing none, Chris Colaw made the motion to accept the December 31, 2023, financial report. It was second by Connie Wertheim. Roll call was as follows: Connie Wertheim, yes; Heather Chapman, yes; Savannah Langley, yes; Jason Dean, yes; Chris Colaw, yes. Motion carried.

Director's Reports

Christina Vannoy, Administrative Director, shared with the Trustees the following information:

- Patrons borrowed sixty-two items from hoopla – half being audio books.
- During December 235 items were borrowed.
- She completed the FY24 Per Capita Grant.
- She completed the Interlibrary Loan Statistical Survey and annual library certification.
- The Pantagraph contacted her about fine-free policy for APL.
- A memorial library was begun by Harry Tuttle after WWII to honor those who died in the war.

Connie Wertheim ask Christina to research what the policy is regarding giving books in memory of someone.

Julianna Nordman, Program Director/Museum Director shared the following information with the Trustees:

- The holiday attendance for programs was down from last year.
- At present, there are seventeen vendors signed up for the Valentine's Market, February 10th.
- A third oral history interview was held with Buster Dyer.
- Larry Brandt donated a painting, a blueprint of the water system in Atlanta, and an Atlanta high school hankie.
- Vicky's Boutique has requested research about her building on First St.

Heather Chapman made the motion to accept the director's reports. It was seconded by Savannah Langley. Roll call was as follows: Connie Wertheim, yes; Heather Chapman, yes; Savannah Langley, yes; Jason Dean, yes; Chris Colaw, yes. Motion carried.

Committee Reports

Policy and Planning

Heather Chapman presented the Trustees with a rough draft of the new policies that her committee has been working on.

Facilities

Connie Wertheim reported that Park's Construction have completed the "band-aid" fix for the Union Hall threshold. We are still waiting to hear from Farnsworth Group regarding a structural engineer to take a closer look at the building.

Jason Dean reported that we received bids from Full Spectrum Tech Solutions regarding the security for Union Hall, Downey Building, and the Palms. The Trustees read over each estimate. The two doorbells with cameras installed will run \$1,219.75. Eighteen cameras installation costs will be \$12,208.13. Upgrades for our internet system will run \$2,114.38. By upgrading the internet, the cost will be less and both buildings will be connected. Tech Solutions also informed the board that an electrician will be needed. There will be no additional costs after the installations are completed (Ex: subscription costs).

Budget and Finance- no report

Program and Services

Savannah would like to put together a portfolio of the programs that have occurred over the last several years, so the future program director would have a guide to follow. Also, she and Christina have been talking about a possibility that Christina take over as program director, and we hire someone to run the circulation desk part time. She would still maintain her job as administrator director of the library, but also take over as program director. If this is a possibility, then an

additional staff member will need to be hired. Christina Vannoy was asked to reach out to the community to find an additional staff member to help at the circulation desk.

Insurance – no report

Technology – no report

Compliance – no report

Personal – no report

A motion was made by Heather Chapman to accept the committee reports. It was second by Chris Colaw. Roll call was as follows: Connie Wertheim, yes; Heather Chapman, yes; Savannah Langley, yes; Jason Dean, yes; Chris Colaw, yes. Motion carried.

Old Business

Video Cameras Bids

During committee reports, Jason Dean presented the Trustees with bids for surveillance equipment to be installed at Union Hall. Downey Building, and the Palms for an approximate total of \$16,000. After much discussion, the Trustees believe a security system is needed for these facilities. Heather Chapman made the motion to accept the bids for the cameras, internet, and doorbells from Full Spectrum Tech Solutions for an approximate cost of \$16,000. They also will request that the company hire their own electrician. Jason Dean second the motion. Roll call was as follows: Connie Wertheim, yes; Heather Chapman, yes; Savannah Langley, yes; Jason Dean, yes; Chris Colaw, yes. Motion carried.

Library Hours

Extending library hours has been an earlier topic addressed by the Trustees during Round Table discussions. One of our employees, Jenni Godfrey, would like to have extra work hours. Jenni sent her requests to Christina Vannoy, Administrative Director. After some discussions by the Trustees, we agreed to give her extra hours by extending hours on Tuesday and Thursday evenings, and Saturdays. A motion was made by Connie Wertheim to give Jenni Godfrey nine extra hours per week. Heather Chapman seconded the motion. Roll call was as follows: Connie Wertheim, yes; Heather Chapman, yes; Savannah Langley, yes; Jason Dean, yes; Chris Colaw, yes. Motion carried.

New Business

Museum and Library Donation

Susan Hoblit gifted \$1,000 each to Christina Vannoy and Julianna Nordman to be spent on items that are not budgeted. Christina Vannoy still had \$300 left from the previous gift of \$1,000. She shared with the Trustees that she would like to purchase some more toys, which would include additional Legos for the Lego table, Magna Tiles, and a Marble Run game, for the Children's Room in the basement. She has not yet made a decision about the recent \$1,000. Chris Colaw made the

motion to accept Christina's decision of purchasing more games for the Children's Room. Heather Chapman seconded the motion. Roll call was as follows: Connie Wertheim, yes; Heather Chapman, yes; Savannah Langley, yes; Jason Dean, yes; Chris Colaw, yes. Motion carried.

Julianna Nordman shared with the Trustees that she would like to replace the posters in the Atlanta High School Room because there had been some misspellings in the original posters. Also, a graphic design program and some platforms for displays. Chris Colaw made the motion to accept Julianna's decisions to make these purchases. Jason Dean seconded the motion. Roll call was as follows: Connie Wertheim, yes; Heather Chapman, yes; Savannah Langley, yes; Jason Dean, yes; Chris Colaw, yes. Motion carried.

Payment for Hoopla

Due to the increased use of hoopla by our patrons, more monies are need to be added to the account. Christina Vannoy recommended \$1,000 be added to the account. This would take us through June. Connie Wertheim made the motion to add \$1,000 to the hoopla account to finish out the fiscal year. Heather Chapman seconded the motion. Roll call was as follows: Connie Wertheim, yes; Heather Chapman, yes; Savannah Langley, yes; Jason Dean, yes; Chris Colaw, yes. Motion carried.

Museum Hours

Savannah Langley would like to see our museum hours become more consistent when it opens in the spring. If possible, we may consider paying someone to work there to keep it open. This will be an ongoing discussion.

Valentine's Market Vendors

Connie Wertheim feels that the board should have more control of what the vendors are selling at our sponsored event. Example: One of the vendors is selling "bongs" in their booth. She would like to have a contract for the vendors stating what can/cannot be sold at the market. Also, those vendors who are selling food related items need to have some type of food handler's permit. After some discussions, the board will allow the vendors to sell their present items until a contract can be put together. But, those selling food related items will be required to show proof of a food handler's permit.

IMRF

Heather Chapman had checked into the IMRF retirement benefit for our employees. Christina Vannoy and Julianna Nordman at present are receiving this benefit. In order for Jenni Godfrey to receive IMRF, she must be employed 600 hours per year.

Round Table

Jason Dean – The Clock Tower is not keeping time. Connie Wertheim reported that Bill Horn had reached out to her in November regarding this issue. Bill is one of the volunteers who help with the winding of the clock. Connie told him it would be the first of the year before it was addressed. Bill had no recommendations as to who we might come and check the clock over.

Chris Colaw – She would like to see candles in the library windows next Christmas.

Savanah Langley – She asked Jason how he would like to be contacted regarding maintenance issues. Jason stated to e-mail him. Regarding the recent negative, slandering Facebook posting by Holly Sanford, Savanah would like to see some positive postings about the library and its staff. We need to let the community know about the accomplishments taken place. Christina Vannoy will be putting together a newsletter sharing library news.

Connie Wertheim – She shared several items listed below:

- Amy Wertheim's arm is at a 57% usage since her break. She is going to therapy every two weeks.
- Missy has had an on/off sewer smell at the bakery. She would like to have this addressed. Connie will find a plumber who will check into it.
- A vice-president will be needed to take Holly's position, she will be replaced on the committees she served on.
- The Decennial Committees will meet at the February 8th meeting at 6 P.M.
- The Christian Homes need an obituary for Joseph Toth before they can release the \$1,000 for the stock Mr. Toth left the library.
- Included in the board packets were copies of Holly's Facebook posting directed to the board and including her resignation, Also, was the letter from the attorney stating how to proceed with the concerns of Holly's eligibility to serve on the APLB. Because Holly resigned, we will not need to pursue the matter. Connie shared with the board her frustrations with Holly not wanting to work out problems and instead attacking board members/employees, and making assumptions that were untrue. She also asked the board to be considering someone to replace Holly.

Chris Colaw made the motion to close the regular meeting. It was seconded by Savanah Langley. Roll call was as follows: Connie Wertheim, yes; Heather Chapman, yes; Savanah Langley, yes; Jason Dean, yes; Chris Colaw, yes. Motion carried. Meeting was adjourned at 8:53 P.M.

Respectfully submitted,

Connie Wertheim, secretary fill-in