

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY  
Minutes – Regular Session, January 22, 2015

The Public Library Board of Cullman County met on Thursday, January 22, 2015 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Ms Abt, Mr. Hogue, Ms. Scott, Mr. Scott and Chairman Green. Also present were Mr. Hand, Library Director and Sharon Townson, Assistant Library Director.

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

Acceptance of the Director's Report was next. Mr. Scott moved to accept the report and was seconded by Ms Abt. The motion was unanimously approved.

Mr. Hand then asked about board wishes concerning transient patron status. This status had been created after Katrina but he had recently discovered that staffers were applying the status to those in temporary housing. The board tabled the discussion until later.

Under action items, Mr. Hogue asked that Mr. Hand and Ms Townson find some more improvements to be made at the library and to present them at the next board meeting.

Under informational items, Ms. Green listed the board committee appointments: Finance, Mr. Hogue, Mr. Scott and Ms Abt; Personnel: Mr. Hogue, Ms. Scott and Ms. Green; PR, Ms Abt, Ms Scott and Ms Green; Buildings and Grounds: Mr. Scott and Mr. Hogue.

There were no informational items, so the next meeting was set for Thursday February 26, 2015 at 4:30 p.m.

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

Respectfully submitted,

Max W. Hand  
Library Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY  
Minutes – Regular Session, March 26, 2015

The Public Library Board of Cullman County met on Thursday, March 26, 2015 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Ms Abt, Mr. Hogue, Ms. Scott, Mr. Scott and Chairman Green. Also present were Mr. Hand, Library Director.

Chair Green called the meeting to order at 4:30 p.m. The first item was the adoption of the minutes from the January meeting, as there had been no February meeting due to the weather. Ms Abt moved to approve the minutes, and was seconded by Ms Scott. The minutes were unanimously approved.

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

Acceptance of the Director's Report was next. Mr. Scott moved to accept the report and was seconded by Ms Abt. The motion was unanimously approved.

Under other action items, Mr. Hand brought up the County employee evaluation form that he had included in the February packets. He said that it was time for his evaluation, and after everyone had a form, he left the room at 5:00 so that the board could discuss the evaluation. At 5:10 he was recalled and presented with the completed evaluation.

Mr. Hand then told the board that he and Ms. Townson had discussed library needs, and that he felt new chairs would be most needed, and it was suggested that he look into it.

There were no informational items, so the next meeting was set for Thursday April 23, 2015 at 4:30 p.m.

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

Respectfully submitted,

Max W. Hand  
Library Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY  
Minutes – Regular Session, April 23, 2015

The Public Library Board of Cullman County met on Thursday, April 23, 2015 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Ms Abt, Mr. Hogue, Ms. Scott, Mr. Scott and Chairman Green. Also present were Mr. Hand, Library Director and Ms. Townson, Assistant Library Director.

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

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

Acceptance of the Director's Report was next. Mr. Scott moved to accept the report and was seconded by Ms Abt. The motion was unanimously approved.

Under other action items, Mr. Hand brought the 4<sup>th</sup> of July holiday. He stated that the state was making the 3<sup>rd</sup> the holiday, but that the library would be closed for the 4<sup>th</sup> as well. The board stated that this was fine and no action was needed.

Mr. Hand told the board that no action had been taken as to purchasing chairs. Mr. Hogue moved to approve the purchase of new chairs with a limit of \$10,000. The motion was seconded by Mr. Scott and it was approved unanimously.

Under informational items, Ms. Townson told the board about the BiFolkal kits purchased with LSTA funds. She told them about a recent program using one of the kits at an assisted living facility.

Mr. Hand also told the board that he had disposed of unused shelving by giving it to the County Park and Recreation department.

The next meeting was set for Thursday, May 21, 2015 at 4:30 p.m. at the Cullman branch.

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

Respectfully submitted,

Max W. Hand  
Library Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY  
Minutes – Regular Session, May 21, 2015

The Public Library Board of Cullman County met on Thursday, May 21, 2015 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Ms Abt, Mr. Hogue, Ms. Scott, Mr. Scott and Chairman Green. Also present were Mr. Hand, Library Director and Ms. Townson, Assistant Library Director.

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

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

Acceptance of the Director's Report was next. Chairman Green moved to accept the report and was seconded by Mr. Scott. The motion was unanimously approved.

Usage of the Transient Patron Class was next on the agenda. Mr Hand asked to be able to use this for those in temporary shelters and limiting them to books only. The board instructed Mr. Hand that they felt this was an administrative decision and he should do as he saw fit.

The next agenda item was to change policy to allow books on CD to be renewed, as book on tape had been before. Mr. Hogue moved to approve the change, and was seconded by Ms Abt. It was unanimously approved.

There were no other action items.

Under informational items, Mr. Hand showed the board an example of the chair he was considering for the library, and Ms Townson talked about the Bifolkal programs.

The next meeting was set for Thursday, June 25, 2015 at 4:30 p.m. at the Cullman branch.

There being no further business, the meeting was adjourned at 5:03 p.m.

Respectfully submitted,

Max W. Hand  
Library Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY  
Minutes – Regular Session, June 25, 2015

The Public Library Board of Cullman County met on Thursday, June 25, 2015 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Ms Abt, Mr. Hogue and Chairman Green. Also present were Mr. Hand, Library Director and Ms. Townson, Assistant Library Director.

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

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

Acceptance of the Director's Report was next. Chairman Green moved to accept the report and was seconded by Ms Abt. The motion was unanimously approved.

Mr. Hand asked the board for permission to purchase a new photocopier for the library. He wanted to purchase it outright at a cost of \$4,900 with an annual maintenance cost of \$345.00. A new change machine was included. He said that the purchase of the machine would make the library over budget in that area. Mr. Hogue moved to approve spending up to \$5,500 on a new photocopier, and was seconded by Ms. Abt. The motion was unanimously approved.

There were no other action items.

Under informational items, there was much board discussion of the Summer Reading Program.

The next meeting was set for Thursday, July 23, 2015 at 4:30 p.m. at the Cullman branch.

There being no further business, the meeting was adjourned at 5:12 p.m.

Respectfully submitted,

Max W. Hand  
Library Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY  
Minutes – Regular Session, July 23, 2015

The Public Library Board of Cullman County met on Thursday, July 23, 2015 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Mr. Hogue, Mr. Scott and Chairman Green. Also present were Mr. Hand, Library Director and Ms. Townson, Assistant Library Director.

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

Acceptance of the Director's Report was next. Mr. Scott moved to accept the report and was seconded by Mr. Hogue. The motion was unanimously approved.

The next item on the agenda was an old letter from the County Attorney. It was discussed but no action was taken.

The board went into Executive Session at 5:00 to consider a couple of library employees. The board exited Executive Session at 5:17.

There were no other action items, nor were there any informational items.

The next meeting was set for Thursday, August 27, 2015 at 4:30 p.m. at the Cullman branch.

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

Respectfully submitted,

Max W. Hand  
Library Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY  
Minutes – Regular Session, August 27, 2015

The Public Library Board of Cullman County met on Thursday, August 27, 2015 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Ms Abt, Mr. Hogue, Ms Scott, Mr. Scott and Chairman Green. Also present were Mr. Hand, Library Director and Ms. Townson, Assistant Library Director.

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

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

Acceptance of the Director's Report was next. Mr. Scott moved to accept the report and was seconded by Ms Scott. The motion was unanimously approved.

The next item on the agenda was a request from the Director discussed in Executive Session the previous meeting. Chairman Green tabled the item until later.

There were no other action items, nor were there any informational items.

The next meeting was set for Thursday, September 17, 2015 at 4:30 p.m. at the Cullman branch.

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

Respectfully submitted,

Max W. Hand  
Library Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY  
Minutes – Regular Session, September 17, 2015

The Public Library Board of Cullman County met on Thursday, September 17, 2015 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Mr. Hogue, Ms Scott and Chairman Green. Also present were Mr. Hand, Library Director and Ms. Townson, Assistant Library Director.

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

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

Acceptance of the Director's Report was next. Ms Scott moved to accept the report and was seconded by Ms Green. The motion was unanimously approved.

The next item on the agenda was the request from the Director discussed in Executive Session in the July meeting. After some discussion of the letter from the County Commission, Ms. Green moved to allow Mr. Hand to move to Assistant Director and to promote Ms Townson to the position of Library Director. The motion was seconded by Ms Scott and it was unanimously approved.

There were no other action items.

Under informational items, Mr. Hogue noted that someone had complained to him about a patron sleeping at a public computer.

The next meeting, which would be the Regular session followed by the Annual session, was set for Thursday, October 22, 2015 at 4:30 p.m. at the Cullman branch.

There being no further business, the meeting was adjourned at 5:05 p.m.

Respectfully submitted,

Max W. Hand  
Library Director



PUBLIC LIBRARY BOARD OF CULLMAN COUNTY  
Minutes – Annual Session, October 22, 2015

The Public Library Board of Cullman County met in Annual Session on Thursday, October 22, 2015 at 4:53 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Ms Abt, Mr. Hogue, Ms Scott Mr Scott and Chairman Green. Also present were Ms. Townson, Library Director and Mr. Hand, Assistant Library Director.

Chair Green called the meeting to order at 4:53 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. Abt, Treasurer. Mr. Scott moved to accept the slate as presented and was seconded by Ms Scott. The slate was unanimously approved.

The next item on the agenda was the adoption of the 2016 Library General Fund. Mr. Hogue moved to approved the budget, and was seconded by Ms Abt. It was unanimously approved.

Acceptance of the Annual Report of the Library Director was next. Ms Scott moved to accept the report and was seconded by Ms 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, Mr. Scott, Ms Abt; Personnel: Ms. Green, Chair Hogue, Ms Scott; Public Relations: Ms Green, Ms Abt, Ms Scott; Building and Grounds: Chair Hogue, Mr. Scott, Ms Abt.

The next regular meeting was set for Thursday, December 10, 2015 at 11:00 a.m. at 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, October 22, 2015

The Public Library Board of Cullman County met on Thursday, October 22, 2015 at 4:30 p.m. in the Special Collections Room of the Cullman branch of the Cullman County Public Library System. Present were: Ms Abt, Mr. Hogue, Ms Scott, Mr. Scott and Chairman Green. Also present were Ms. Townson, Library Director and Mr. Hand, Assistant Library Director.

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

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

Under other action items, Ms. Townson asked the board about closing the Saturday after Christmas and New Year. Mr. Hogue moved to close those Saturdays, and was seconded by Ms. Abt. The motion was unanimously approved.

There were no informational items, so Mr. Scott moved to adjourn and was seconded by Ms Scott, and the board moved unanimously to adjourn at 4:49.

Respectfully submitted,

Max W. Hand  
Assistant Library Director

PUBLIC LIBRARY BOARD OF CULLMAN COUNTY  
Minutes – Regular Session, December 22, 2016

The Public Library Board of Cullman County met on Thursday, December 22, 2016 at 11:30 a.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 and Mr. Hand, Assistant Library Director.

Chair Hogue called the meeting to order at 11:30 a.m. The first item was the adoption of the minutes from the September meeting. Ms Green moved to approve the minutes with some changes, and was seconded by Mr. Scott. They were unanimously approved.

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

RFID project funding was the next item on the agenda. Ms Townson asked the board for permission to ask the City and County for matching funds. They said there was no need for approval as this was her decision.

Under other action items, Ms. Townson asked the board for approval of the Technology Plan for 2017-2019. Mr. Turner moved to approve the plan, and was seconded by Ms Hogue. It was unanimously approved.

Ms. Townson also brought before the board a complaint for the DVD "God's Ears". Board members appreciated the concern, but that they could not start censoring. Mr. Scott moved to leave the item in the collection as is, and was seconded by Mr. Turner. It was unanimously approved.

The next meeting was set for February 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 12:10 p.m.

Respectfully submitted,

Max W. Hand  
Assistant Library Director