



AHJ REGIONAL LIBRARY BOARD
Estill Public Library
Tuesday, April 25, 2023
6:00 PM

MEETING MINUTES

CALL TO ORDER

The quarterly regional board meeting was called to order at 6:08 p.m. by the Chair, Frances Chavous. Trustees in attendance were Frances Chavous, chair, Stu Shatz, Myrtle Sumter, Glenice Watts, Dawn Winn, Emerson Wiles, and Carolyn Fortson, regional director. The Chair suggested that we begin using a sign-in sheet for accuracy.

APPROVAL OF MINUTES

The minutes from the January 10, 2022 meeting were approved as follows: Stu motioned to approve. Glenice seconded. Motion passed.

OLD BUSINESS:

Change of Meeting Time

Carolyn suggested that the meeting change from 6:00 PM to 5:00 PM. The meeting time was unanimously approved.

Approval of By-Laws

Carolyn sent to each board member copies of the original By-Laws and the draft. The decision was made that the website tasks should be added to the director's duties as Secretary. Susanne motioned to approve. Stu seconded. The motion passed.

NEW BUSINESS:

Policies for Approval

Cell Phone Policy: The Cell Phone Policy was adopted (approved) by the board. Suanne made the motion to adopt the policy. Dawn seconded. The motion passed.

Circulation Policy: The Circulation Policy was adopted by the board. Glenice made the motion to adopt the policy. Dawn seconded. The motion passed.

Employee Expense Reimbursement Policy: The policy was adopted by the board.

Section 2: Varied Schedules for the Work Week:

The board approved a 35-hour work week for all full-time employees with an hour or 30-minute lunch break. The motion was made by Suzanne and seconded by Stu. The motion passed.

Painting the White Van

Stu asked the board for approval to pursue getting the white van painted through a possible donation from a local Hardeeville Body Shop. The approval was granted unanimously.

Meeting Adjourned

The meeting was adjourned at 7:25 pm.

Next Meeting Date

The next meeting is Tuesday, July 11, 2023, at 5:00 PM at the Estill Public Library.

Respectively submitted,
Carolyn Fortson, Regional Director
May 25, 2023