CCLS Board of Trustees Meeting | MINUTES

Tuesday, October 23, 2018 | 6:03pm | Clayton County Library System Headquarters

Facilitator: Deetra Poindexter
Scribe: Alma Brown; Slone Williams
Absent: Emmit McCord

Attendees:
Courtney McFarlane Slone Williams
Brenda Harrison Shavawn Simmons
Deetra Poindexter Yaasmeen Nyjan
Lillie Golden Alma Brown
Stuart Lange
Rosalind Lett

I. AGENDA & MINUTES

Meeting Called to Order: 6:03pm

<table>
<thead>
<tr>
<th>Call for the adoption of the agenda</th>
<th>Motion</th>
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<td>Call for the adoption of the agenda</td>
<td>Shavawn Simmons</td>
<td>Brenda Harrison</td>
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Additions added to agenda:

1. Name Tags
2. Board members bond Insurance
3. Surveys
4. Bylaws

Motion to make corrections to the minutes then accept

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5. Spelling of Emmit McCord’s name and parliamentarian
6. Mark Rosalind Lett as present during last meeting

Full Board approval – minutes approved

II. PUBLIC COMMENTS

No comments.
### III. UNFINISHED BUSINESS

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**Name Tags** - must be worn always when conducting Board of Trustees business.

**Board Members Bond Insurance** - Madam Chair Poindexter provided each Board Member with their bond insurance.

**Treasurer** - Alma Brown made a recommendation for the Library Director to create a policy for donations and accepting monetary donations aligned with the county’s policies.

**Parliamentarian** – will remain tabled allowing Madam Chair Poindexter to research whether this is an appointed position by the Board, or if any civilian knowledgeable of the *Roberts Rules of Order* can serve as parliamentarian.

**Bylaws** - the Board did not vote on the amended bylaws; revisions are still being provided by Board members.

Deadline to submit final revisions to Ms. Alma Brown is scheduled for Friday, October 26, 2018.

**Collective Development Policy** – the Library Director states that the submitted policy report did not adhere to the outline provided and there’s information missing.

**Clayton County Board Orientation Session** – the Board reviewed the PowerPoint presentation presented at the Clayton County Board orientation, presented by the County Clerk.

**Next Regular Business Meeting** - is scheduled for Tuesday, November 13, 2018.

**Board of Trustees Attorney** - Madam Chair Poindexter confirmed that the Board will interview potential attorneys at the next Regular Business Meeting on Tuesday, December 11, 2018.

**Surveys** – will be discussed during executive session.

Motion made for executive session

Motion made for executive session

Brenda Harrison

Stuart Lange
IV. ADJOURNMENT

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Adjourned: 8:04pm

Minutes submitted by: Slone T. Williams 11/9/2018

Board Secretary

Minutes Approved by: Deetra Poindexter 11/9/2018

Board Chair Signature

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