Present: Kristi Early, Helen Gillespie, Kim Lovell, Pat Stueck, Jan Timms, Delana Knight, and Dyana Costello Banks

Absent: Scott Crane, Justin Shook, and Juanita Shope

The meeting was called to order by Pat Stueck at 5:35 pm.

Approval of Minutes:
The minutes from the July 14, 2022 meeting were presented and reviewed.
Approved. (Early, Timms)

Treasure’s Report:

RCPL Activity Report
Quarter 1- FY 2023
Report Date: September 30, 2022

Cumulative FY 2023 Year to Date Report: July 1, 2022- September 30, 2022

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance at end of previous quarter</td>
<td>121,246.86</td>
</tr>
<tr>
<td>Net Changes to Cash Fund Balance- YTD</td>
<td>14,2770.84</td>
</tr>
<tr>
<td>Balance at the end of this quarter</td>
<td>93,39.91</td>
</tr>
<tr>
<td>Money Market</td>
<td>25,298.86</td>
</tr>
<tr>
<td>CD</td>
<td>16,685.93</td>
</tr>
<tr>
<td>Total</td>
<td>135,524.70</td>
</tr>
</tbody>
</table>

A motion was made to approve the Treasurer’s report. (Timms, Early)

Recognition of Visitors:
No visitors were present.
Report from the Library Manager:

Public Service Activity
Quarter 1 - FY 2023
Report Date: September 30, 2022

<table>
<thead>
<tr>
<th></th>
<th>FY 22- Q4</th>
<th>FY 23- Q1</th>
<th>Compared quarters</th>
</tr>
</thead>
<tbody>
<tr>
<td>Circulations</td>
<td>15,012</td>
<td>15,525</td>
<td>3.42%</td>
</tr>
<tr>
<td>Overdrive</td>
<td>2,528</td>
<td>2,885</td>
<td>14.12%</td>
</tr>
<tr>
<td>eBooks</td>
<td>1,380</td>
<td>1,836</td>
<td>33.04%</td>
</tr>
<tr>
<td>Program Attendance</td>
<td>782*</td>
<td>345</td>
<td>-55.88%</td>
</tr>
<tr>
<td>Computer Usage</td>
<td>1,033</td>
<td>1,018</td>
<td>-1.45%</td>
</tr>
<tr>
<td>Wireless computer usage</td>
<td>13,270</td>
<td>12,856</td>
<td>-3.12%</td>
</tr>
<tr>
<td>Total measured usage</td>
<td>32,625</td>
<td>32,269</td>
<td>-1.09%</td>
</tr>
</tbody>
</table>

*The majority of Summer Reading Programs took place in June and the library conducts limited programming in the month of August.

Additional Notes:
- eMagazines are being discontinued.
- Programming Attendance
  - 20 programs in the month of September
  - Many were conducted with non-staff people leading the program.

| Patron Registration            | 163 | 116 | -28.83% |

Notes:
- Staffing updates:
  - Taylor Guilloud- full-time, replacing the 40 hours for Jennifer Buchanan
  - Jacob Jenkins- part-time closer
  - Still accepting resumes for part-time morning position, bilingual candidate preferable.
- Chief Andy Strait has presented twice and will be presenting again in November.
- Monthly events include:
The Foxfire lecture series will continue on the fourth Thursday of every month at 10:30. Due to dropping numbers lectures are going to become a quarterly event.

The Foxfire Fiber Friends group continues to meet in the Community Room with a consistent group of participants.

Crafternoon has also seen a consistent group of participants.

Preschool Storytime started up again in September. Several special events have taken place including a partnership with the City of Clayton Police Department providing id booklets for kids. Chief Strait and two officers came to the library as part of Library Card Sign-up month.

- **Summer Reading Program (SRP)**
  - Numbers increased from last year.
  - Drawings for prizes have happened every Thursday, and will continue next year.

- **Beanstack**
  - Beanstack will be used throughout the year starting with Winter Reading the Beanstack Challenge in December.
  - This will hopefully increase usage and understanding among staff and patrons.

- **The most successful program from SRP was the chess club. There was enough interest in Chess Club that we will offer a monthly weekday and Saturday club event.**

- **Annual Audit** was completed we are waiting for the report.

**Additional Notes:**

- Working on creating a calendar of events for patrons for the start of the month.
- Beanstack funding from GPLS has been extended for another two years.
- New hotspot policy is going well at this time.
Reports from Committees:

Building and Grounds
- No meeting
- Landscaping has been completed.

By-laws
- The by-laws are being edited by the Committee will meet to continue to review and update the library handbook.
  - Job descriptions
  - Dress code
  - Pages will be sent out before the next Board Meeting

Financial
- No meeting

Report from the Director:
- Annual report was completed and submitted.
- Attended State Library Directors’ meeting.
- Expect more Federal grants → State grants
  - Technology will be sent in waves.
- Public comments at Library Board meeting and how to deal with controversial subjects brought up.
- Staff from all the libraries will participate in the event.

Communications:
- No communications

Unfinished Business
- No unfinished business

New Business
- Staff Day- Friday, November 11, 2022- All Day
  - Will be open the Saturday following Staff Day
A motion was made to approve Staff Day. (Early, Timms)

- Closing for staff holiday celebration for up to two hours in the week before Christmas.
A motion was made to approve closing the library for two hours. (Timms, Early)
- Appointments to Regional Board
  - Pat and Helen were reappointed to the Regional Board.
  - Regional Board meetings are the fourth Monday of the month of each local board meeting.
  - There is still one available seat for Rabun County on the Regional Board.
- Closing dates for the Christmas holiday will be Friday, December 23 through Monday, December 26.

Other Discussions- Comments

Next scheduled meeting- Thursday, January, 12th at 5:30 pm

Adjournment Time: 6:15 pm