

Georgia Public Library  
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**Library Trustees**  
*Nicole Jamison, Chair*  
*Debbie Mann, Vice Chair*  
*Kollene Caspers, Secretary*  
*Terry Cleveland, Treasurer*  
*Craig Volatile-Wood, Trustee*

**Georgia Public Library Trustee Meeting**  
**Wednesday, December 17, 2025 at 4:45 pm**  
**Georgia Public Library Community Room**  
**MINUTES**

Trustees Present: Kollene Caspers, Terry Cleveland, Nicole Jamison, Debbie Mann & Craig Volatile-Wood  
Staff Present: Bridget Stone  
Guests Present: None

\*\* Zoom video is available, but without sound.

1. Call to order: 4:52pm
2. Additions, deletions, or changes to the Agenda
  - N. Jamison requested adding an update to the background checks in old business (7d).
  - K. Caspers let the Trustees know she will leave the meeting at 5:30pm.
3. Public Comment: None.
4. Approve Minutes from the 11/19/2025 Library Trustee Meeting  
Motion to approve minutes as written made by T. Cleveland, Seconded by Vice Chair Mann.  
Voting Yea: Chair Jamison, Vice Chair Mann, K. Caspers, T. Cleveland, C. Volatile-Wood
5. Treasurer's Report:
  - (a) Monthly Report- T. Cleveland prepared budget documents listing expenses and income to date, with 17% of the budget available at the end of November.
    - T. Cleveland answered Trustee questions on expenses and line items.
    - The Trustees were in agreement that any money left in the budget towards the end of the year will be spent on e-books from Overdrive.
    - There was discussion on N. Jamison mistakenly authorizing the spending of \$3,000 for chairs for the new Teen space. The library trustees were not consulted nor was approval requested to the Board of Trustees prior to the purchase, given it was over \$1,000 and not a regular expense, as was agreed by the Board.
  - (b) Grant Update-
    - The Building Bright Futures Grant has ended. The baby yoga classes, baby massage classes, pediatric dentist visit, staff retention development and library visits were completed by the December 15, 2025 deadline.
  - (c) 2026 Budget- The Town of Georgia has level funded the GPL for FY26. Discussion was had on putting a new budget together for 2026. T. Cleveland will reach out to the Town Treasurer to ask if \$4,675 in impact fees can be used towards books in 2026.
  - (d) Bond Update. No updates from the engineer. The potential bond may be presented to the community in the August or November 2026 election.
6. Library Director's Report:
  - (a) Personnel- A part-time staff member has resigned and will be missed. Her hours have been reallocated to existing staff.

(b) Facilities- There are still problems with the cleaning staff not fully cleaning the library. The end units that were purchased arrived to the library and thanks go out to Suzanna Brown, Ben Ebert and Tom Cleveland for putting the units together.

(c) Programs-

- A Teen Advisory Board has been assembled; they met to discuss the future teen space.

Secretary K. Caspers left the meeting at 5:30pm.

- The book shelf tree for the children's library purchased with funds offset from personnel expenses arrived with a broken part, is very heavy for installation, and as such the Trustees discussed holding off on installation until after the library renovations in 2027.

#### 7. Old Business

(a) Memorandum of Understanding – The Trustees went through the Draft MOU to provide edits and suggestions to the Town.

(b) What Does a Library Trustee Do?–Tabled for another meeting.

(c) Personnel Issue – At the last meeting K. Caspers asked what class the Library paid for M. Grange to take while receiving her hourly wage. B. Stone explained she is taking a marketing and social media class.

(d) Background Checks Update – AmeriWide Screeners will do the background checks for the library employees and volunteers. Payment Agreement paperwork will be completed by the Town.

Library Director B. Stone left the meeting at 6:10pm.

#### 8. New Business

(a) Annual Evaluations – Trustees discussed job descriptions being updated in conjunction with the identification of evaluation tools. A special meeting will be set for January 7, 2026 to discuss job descriptions and evaluations.

9. Executive Session- not needed.

10. Plan Next Meeting: January 21, 2026.

11. Adjourn

T. Cleveland made a motion to adjourn at 6:42 p.m.

Voting Yea: Chair Jamison, Vice Chair Mann, T. Cleveland, C. Volatile-Wood