

**COLUMBIA COUNTY LIBRARY SYSTEM
SERVICE AGREEMENT WITH COLUMBIA COUNTY, GA**

THIS AGREEMENT, made and entered into this January 1, 2026 by and between the Board of Trustees of the Columbia County Library System and the Columbia County Board of Commissioners

WITNESSETH:

WHEREAS, Columbia County seeks to establish and maintain a countywide public library system: and

WHEREAS, the Columbia County Library System is authorized to provide comprehensive library services to all residents of Columbia County on the terms and conditions hereinafter set forth.

NOW, THEREFORE, it is agreed as follows:

1. The operation of the Columbia County Library System shall be entrusted to the Columbia County Library System Board of Trustees, which shall conform to the laws of the State of Georgia governing public libraries.
2. All residents of Columbia County shall have full use of all services and materials at any Columbia County Library System branch and may borrow any materials available for circulation. Patrons shall participate in the statewide PINES circulation system and have access to the Galileo statewide electronic databases.
3. All state funds provided for library service shall be administered through the budget of the Columbia County Library System.
4. The book stock and other library materials will be maintained in library facilities and enriched by purchases made with local and state funds.
5. Annual state funding is subject to fiscal year budget appropriations from the Georgia Public Library Service (GPLS).
6. Columbia County shall provide facilities to house the state funded employees.
7. The Columbia County Finance Department shall serve as the fiscal agent for the Columbia County Library System to receive state-funded System Services Grants, Materials Grants, and Salary Reimbursement Grants. The Finance Department shall also process payment for all budgeted expenses of the Library System. Library funds shall be included in the annual Columbia County auditing process.
8. The Treasurer of the Columbia County Library System shall request monthly financial statement from the Columbia County Finance Department for reporting at Library Board of Trustees meetings.
9. A State Salary Reimbursement Grant in the amount of one hundred eighty-one thousand eighty-seven dollars and fifty cents (\$181,087.50) shall reimburse Columbia County for the salaries, retirement, health benefits, and FICA for the Director and two additional positions.
10. A Materials Grant in the amount of sixty thousand, seventy-five dollars and zero cents (\$60,075.00), a System Services Grant in the amount of ten thousand nine hundred and twenty-six dollars and zero center (\$10,926.00), and a Post E-rate Grants in the amount of two thousand two hundred and nine dollars and zero cents (\$2,209.00) shall supplement the County Library's local budget.
11. The Columbia County Financial Services Director shall provide the FY 2025 audit to the Library Director by March 20, 2026. The Director shall submit the audit to GPLS by March 30, 2026.
12. Columbia County shall be responsible for all expenses related to the operation of the Columbia County Library System and its branches, including but not limited to building maintenance, personnel, insurance, furnishings, utilities, and supplies.
13. The Columbia County Library System shall provide staff development training and Summer Reading Programs.
14. Columbia County IT Department shall provide internet access for the PINES interface and other technical support for the Library System.

15. The Library Director shall represent the Columbia County Library System at state meetings, conferences, and workshops.
16. The Columbia County Library System shall oversee all aspects of library operations for the three county branches. Library staff shall be leased from Columbia County and shall report to the Library Director. The Columbia County Library System shall operate in full compliance with the Columbia County Comprehensive Policy Manual.
17. Any party wishing to terminate this Agreement shall provide written notice to the other party at least six (6) months in advance of termination. Termination shall take effect on the first day of July in the following year.
18. This Agreement shall be valid from January 1, 2026 through June 30, 2026.

IN WITNESS WHEREOF, these parties have caused this agreement to be executed as of December 2, 2025.

COLUMBIA COUNTY, GEORGIA

COLUMBIA COUNTY LIBRARY SYSTEM

By: _____
Douglas R. Duncan, Jr., Chairman
Columbia County Board of Commissioners

By: _____
Connie Melear, Chair
Columbia County Library System

ATTEST

By _____
Patrice Crawley, County Clerk
Columbia County Board of Commissioners