Pope County Library System

Board of Trustees Regular Meeting

Russellville Library Heritage Hall

Minutes

January 22, 2020

 I. **Call to Order**

Kay Sunderland called to order the regular meeting of the Pope County Library Board at 4:30 p.m. on Wednesday, January 22, 2020.

II. **Roll Call**

In attendance were BOT members Kay Sunderland, Chair; Gary Rowlands, Vice-Chair; by conference call Lawanda Dale, and Naomi Berry.

Also present were PCLS staff Debbie Jaques, Finance Director; Kevin Massey, Russellville Branch Manager; Sherry Simpson, Interim System Director; and Dana Gann, Assistant Director.

 III. **Minutes**

 The Board moved to approve the October 23, 2019 minutes.

 Motion: \_\_Rowland\_\_ Second: \_\_\_Dale\_\_\_\_ Unanimous: \_\_\_x\_\_\_\_

The Board moved to approve the November 19, 2019 minutes with the addition of noting that the 2020 Annual Budget motion was made by Brent Etzel and seconded by Lawanda Dale with the vote being Unanimous.

 Motion: \_\_Rowland\_\_ Second: \_\_Berry\_\_ Unanimous: \_\_\_x\_\_\_\_

 IV. **Director's Report**

During review of the marketing plan draft Board Chair, Kay Sunderland stressed the need for the smaller branches to be represented in marketing.

V. **Financial Report**

Simpson provided the final 2020 Annual Budget and thanked the board for their support and assistance in easing the approval process.

The Board moved to approve the Financial Report.

 Motion: Dale Second: Berry Unanimous: X .

 VI. **Old Business**

Simpson reviewed old business from October 2019 meeting and verified with HR that employees working the 10-hour shifts would only be paid for 8 hours on holidays. Those employees would be allowed to make up the time by coming in 30 minutes early for the four remaining days of the week or coming in to empty the drop box over the holiday break which pays for two hours.

Arkansas Public Library Construction Costs came about when Judge Ben Cross asked what it would cost to build a new library in Russellville. Simpson contacted libraries built in the last 10 years in Arkansas and got their cost per square foot. With the trend of smaller libraries being built Simpson felt that the 54,000 square foot size that was previously requested in the master plan was too large and would be a hard sell. The judge had mentioned the price of 3 to 4 million for a new library. Not wanting to go more than double the price that the judge had suggested, Simpson settled on 6.9 million for a 23,000 square foot. Later after a county department meeting Simpson mentioned to the judge that she might have been a little conservative on her price and the judge came up with the figure of 8 million for the new library.

Simpson also mentioned that she was informed by Terry Thomas, head of Russellville’s Parks and Rec department, that the city park site was in a floodplain. He mentioned that both the Boys and Girls Club and the Aquatic Center were unable to build at that location. The Arts Center and Hughes Centers were both discussed as well as a possible future community center site as locations to build. Judge Cross had mentioned the old Regions bank site as a possible location. Some members of the Quorum Court and the Library Board have expressed concerns about that site due to the 60-year age of the building.

The Posters for the upcoming bond initiative were presented in response to Gary Rowland’s suggestion.

 Vil. **New Business**

Copies of the City of Dover Letter and the Casino Bond Ordinance No. 2019-0-068 were included for the board’s review.

 VIII. **Statistics**

 The Cumulative Statistics for 2019, and the Monthly Statistics for July-December

 2019 were presented.

 IX. **Library Services Report**

 Simpson reported on staff training and the feedback received and resulting

 behaviors as a result.

 Both Census training and Food Security training were attended and shared by staff.

 Exterior/security lights were reported operational by Simpson. She also mentioned

 that there would be savings as Entergy’s security lighting which had not been

 working could be discontinued resulting in a savings to the library.

 A meeting with Principal Josh Edgin at the Russellville Schools Secondary Learning

 Center to discuss possible customized services for their at-risk students.

 IX. Adjournment

#  The Board moved to adjourn at 4:52 p.m. and go into Executive Session

 Motion: \_\_\_\_Rowland\_\_\_\_ Second: \_\_\_\_Berry Unanimous: x\_\_

Minutes submitted by: Dana Gann