**Pope County Library System**

Board of Trustees Regular Meeting

Russellville Library Heritage Hall

Minutes

October 21, 2020

1. **Call to Order**

Kay Sunderland called to order the regular meeting of the Pope County Library Board at 3:02 p.m. on Wednesday, October 21, 2020.

1. **Roll Call**

In attendance were BOT members Naomi Berry, Lawanda Dale, Brent Etzel, Gary Rowland, and Kay Sunderland chair.

Also present were PCLS staff Kevin Massey, Russellville Branch Manager; Sarah Moore, Russellville Assistant Branch Manager; Sherry Simpson, Interim System Director; Dana Gann, Assistant System Director; and Joe Pearson, Quorum Court Liaison.

1. **Approval of Minutes & Chair Position Discussion**

The Board moved to approve the February 19, 2020 minutes.

Motion: \_Etzel\_\_ Second: \_\_Rowland\_\_ Unanimous: \_\_\_\_\_X\_\_\_\_\_\_

The Chair informed the Board that this would be her last meeting. That a new Russellville Representative and a new Chair would need to be found due to her having served her 10-year limit.

1. **Director’s Report**

Simpson discussed the county’s new employee evaluation system and how it ties into any future raises. Also discussed were personnel changes with Ednita Conley, Shelly Fine, Lilus Franklin, Kristin Pearson, Beckie Tyson, and Brandy Waldo leaving PCLS and Donna Black, Sigrid Goodwin, Morgan Frazier, Khyia Hill, and Billie Jones coming onboard. Ruth Mason is to step into Ednita’s position, Eli Lilley into Kristin’s position, and Garrett Oates into Eli’s former position.

Covid closing for all county facilities by the county judge and press release.

The replacement of the current Innovative’s Polaris ILS with BookSystem’s Atrium ILS was discussed.

The Board moved to approve the purchase of BookSystem’s Atrium ILS.

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

Library Foundation Report was shared with the BOT along with the announcement that Connie Zimmer is the new foundation president.

1. **Financial Report**

The Financial Report was given along with the typo corrections to the previous report.

The Board moved to approve the Financial Report.

Motion: \_Etzel\_\_ Second: \_\_Dale\_\_ Unanimous: \_\_\_\_X\_\_\_

1. **Old Business**

Under Old Business an update was given on the River Valley Skilled Trade Expo. A discussion of the proposal to address the need to attract youth to the Hector branch and to fill the part-time position of assistant branch manager, courier materials, and act as floater to fill-in systemwide as needed. Simpson requested the Board grant permission to pursue the plan and build this fulltime position into the 2021 Annual Budget, pending approval from Pope County Quorum Court.

The Board moved to approve the Expansion Plan and Fulltime Position.

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

1. **New Business**

In New Business items addressed included:

* PCLS response to educational needs
  + Sora
  + eCards versus traditional cards
  + New student patrons
* Adaptation of services during Covid-19
  + Virtual Story times
  + Story time in the park
  + Book a Bubble
  + Craft Kits
* PCLS promotion of 2020 Census
* PCLS promotion of Voter Registration

1. **Statistics**

Gann covered the difficulty of collecting statistics on virtual programs and how we are limited to use only “live” stats.

1. **Adjournment.**

The Board moved to adjourn at 4:40 p.m.

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