

Pope County Library System

Board of Trustees Regular Meeting

Atkins Centennial Library

Minutes

February 21, 2024

I. Call to Order

Luke Heffley called to order the regular meeting of the Pope County Library Board at 4:00 PM on Wednesday, February 21, 2024.

II. Roll Call

In attendance were BOT members Luke Heffley, Co-Chair; Polly Hardin; Naomi Berry; Lawanda Dale.

Also present were Ben Cross, County Judge; Riley Taurone, System Director; Deborah Jaques, Director of Finance; Judy Mays, MLS of Record; Janna Brinker-Long, Atkins Branch Manager and Staff Representative.

Absent: Gary Rowlands, Chair; Amanda Baillie, Assistant System Director; Bill Sparks, Quorum Court Liaison.

Approval of Minutes

The Board moved to approve the November 15, 2023, Regular BOT meeting minutes.

Motion: Dale Second: Berry Unan: X

III. Points of Discussion

Director Taurone provided the Director's Report, information about the State Library Board Meeting, changes to the Traveler Database, and information about Overdrive which has added 6000 e-magazines. She also gave the Personnel Updates, Facilities Report, and Program Statistics.

Facilities for Russellville: Heffley asked about insurance. Judge Cross stated that Covington installed the roof incorrectly, so the insurance will not pay. The library will have to pay for the new roof.

Atkins: Had a pipe burst and Atkins Mayor Rowdy Sweet fixed it.

Hector: Roof has been installed. It was delayed due to the weather.

Director of Finance Jaques provided the Finance Report. Entergy bills will now be available online. They had to update the tax ID numbers and Jaques will check to make sure they will still bill using SEPO option B energy, which gives the county the same rate as solar.

IV. Old Business

Employee Dress Code

Heffley asked for the library to have an annual meeting for staff to go over Dress Code. Taurone stated she plans to have Professional Development meetings in August. Berry asked about the ban on torn jeans and fragrances.

The Board motioned to approve the PCLS Employee Dress Code with the correction to Section 3: "Because of fragrance allergies/sensitivities among staff and patrons, perfume, cologne, body spray and after-shave in excess should not be used."

Motion: Hardin Second: Dale Unan: X

V. New Business

The board moved to table the PCLS Employee Complaint Policy and Form.

Motion: Dale Second: Berry Unan: X

The board moved to table the PCLS Patron Complaint Policy and Form.

Motion: Dale Second: Berry Unan: X

The board moved to approve the PCLS YA Librarian Job Description with the addition of a background check.

Motion: Hardin Second: Dale Unan: X

VI. The board moved to adjourn at 4:55 PM.

Motion: Heffley Second: Hardin Unan: X

Minutes Submitted by: Judy Croft Mays

