

**Pope County Library System**  
**Board of Trustees Regular Meeting**  
**Atkins Centennial Library**

Minutes

July 17, 2024

**I. Call to Order**

Gary Rowlands called to order the regular meeting of the Pope County Library Board at 4:00 p.m. on Wednesday, July 17, 2024.

**II. Roll Call**

In attendance were BOT members Gary Rowlands, Chair; Luke Hefley, Co-Chair; Lawanda Dale, Polly Hardin, and Naomi Berry.

Also present were Riley Taurone, System Director; Judy Mays, MLS of Record; Amanda Baillie, Assistant Director; Deborah Jaques, Director of Finance; Janna Brinker-Long, Atkins Branch Manager; and Bill Sparks, Quorum Court Liaison.

Absent: Ben Cross, Pope County Judge.

**Approval of Minutes**

The Board moved to approve the May 15, 2024, Regular BOT meeting minutes.

Motion: Hefley                      Second: Berry                      Unanimous: X

**Points of Discussion**

Director Taurone provided the Director's Report which included personnel and facilities updates.

Director of Finance Jaques presented the Finance Report.

Assistant Director Baillie gave the Branch Programs and Statistics Report and provided an update on staff onboarding and training.

**III. Old Business**

The Board moves to approve the motion that all offers of employment be contingent upon passing a drug screen and background check.

Motion: Dale                      Second: Hardin                      Unanimous: X

**IV. New Business**

The Board moves to approve an amendment to the Relevant Qualifications and Experience section of the revised Children’s Librarian Job Description to read “Early Childhood Education or Elementary Education Background; Master of Library Science, or Library Media Specialist preferred.

Motion: Heffley Second: Dale Unanimous: X

The Board moves to approve the updated PCLS Children’s Librarian Job Description with the addition of the approved amendment.

Motion: Heffley Second: Hardin Unanimous: X

The Board moves to approve an amendment to the Relevant Qualifications and Experience section of the Outreach Services Librarian job description to read “Master of Library Science or Library Media Specialist preferred.

Motion: Heffley Second: Dale Unanimous: X

The Board moves to approve the updated Outreach Services Librarian Job Description with the addition of the approved amendment.

Motion: Heffley Second: Berry Unanimous: X

The Board moves to approve a delayed opening at the Dover and Atkins Branches of 11:00 am on August 1, 2024, and a delayed opening at the Russellville, Atkins, Dover, and Hector Branches of 3:00 pm on August 29, 2024.

Motion: Heffley Second: Hardin Unanimous: X

The Board moves to approve the Atkins Library being open the second Saturday of the month from 10:00 am to 4:00 pm.

Motion: Berry Second: Hardin Unanimous: X

**V. Adjournment**

The Board moved to adjourn at 4:55 p.m.

Motion: Hardin Second: Berry Unanimous: X

