



**Board of Trustees**  
February 27, 2017 4 pm  
**MINTUES**  
Regular Meeting Ann Henry Board Room

Present:

Hershey Garner, President  
Janine Parry, Vice-President  
Maylon Rice, Secretary  
Brenda Boudreaux  
Suzanne Clark  
Rob Qualls

Absent:

Susan Graham

Staff: D. Johnson, S. Davis, G. Jelinek, C. Moody, S. Houk, G. Allen, H. Robideaux, S. Palmer, L. Yandell, W. Fitzgibbon, L. Greenwood, S. Du Preez, S. Litzinger, and S. Daniel

Others: Judge William Storey, V. Chadick, Katie Terrell, Lee Gordon

Press: Stacy Ryburn

***We inspire imagination and foster learning.***

I. Call to order

II. Swearing in of Rob Qualls by District Judge William Storey (delayed)

III. Minutes

A. Approval of minutes

1. November 21, 2016: **M. Rice moved to approve; B. Boudreaux seconded. No objection.**

IV. Reports

A. Upcoming events: Ann Patchet (RFS speaker), Young Meteorologist Festival and musical event in memory of Fenner Russell.

B. Library administration

1. Management reports

a. Performance measures: Decreased computer use is offset by increased use of WiFi by patrons bringing their own devices to the library. A decline in library visits may reflect many months without a marketing manager and an intense focus on the millage campaign.

b. Strategic plan progress through December 2016: Programming, partnerships, live streaming of story times, and heavy use of the study rooms continue to be strengths.

c. New and restored initiatives resulting from millage election: Staff are undertaking postponed maintenance such as carpet cleaning, bathroom upgrades, and upholstering furniture.

Librarians have increased book purchases, and added Hoopla for free video streaming and Lynda.com to provide professional development services.

2. Financial reports: The budget set revenues at \$265,000 for the month of January but received \$219,000 - mostly a timing issue. The State Library turn back will be later than anticipated. Expenses were anticipated to be \$373,000, but were slightly higher at \$387,000. A new fund, Expansion for Operations, captures the .9 mils approved for O&M.

3. Budget to actual through December 31, 2016:

4. Informational

a. Library expansion project update: The Supreme Court has still not issued its ruling on the disposition of the City Hospital Property. The RFQ process, controlled by the city, is scheduled for August. The winner will then take control of the site and the demolition. Until August, FPL will be responsible for removing asbestos and keeping the building secure.

b. Audit time line. BKD will be here for two weeks beginning March 13. A meeting with the board's finance committee will be set.

c. Youth upholstery project: Worn furniture in the Children's Library is being reupholstered.

C. Friends of the Fayetteville Public Library : The Friends' new President is Georgina Duncan and the new Vice-President is Susie Jenkins.

V. Old business

Resolution regarding expansion plans (requested by City of Fayetteville) – **M. Rice moved to adopt a resolution stating the board's intent to wait on a decision from the Arkansas Supreme Court and to revisit the resolution if there is no decision within 60 days. B. Boudreaux seconded. No objection.**

VI. New business

A. Consent items

1. Veteran's Day as listed holiday to be used for staff training.
2. Revised policies (marked up copy and clean copy for each policy)
  - a. Revised fee schedule: In 2015, the nonresident fee was \$30. Based on the formula built into the policy, the fee is increasing in 2017 to \$60. Because this can be a hardship for some, staff are considering scholarships as well as discounts for veterans, seniors, and active military.
  - b. Dress code
  - c. Patron confidentiality
  - d. Drug-free work place: The new policy adds language requiring managers notify the executive director if a staff member is in violation of the policy.
  - e. Fines and charges: Auditors advised establishing a process for refunding patrons who later find books for which they had already paid the library.

B. Discussion items

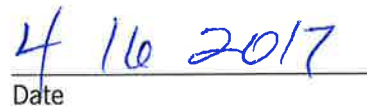
1. Budget roll forward: When the budget has been reconciled at the close of every year, remaining funds are rolled forward and allocated to various projects. This year, only 1.66% of the original adopted budget is being rolled attesting to the accuracy of FPL's budgeting process. The proposed allocation of the remaining funds (see staff recommendation) includes new battery bins for the sorting room, external closed captioning to identify people on camera (perimeter cameras), cameras to broadcast events, and additional MiFis to satisfy patron demand. **M. Rice moved to approve the staff recommendation for budget roll forward; J. Parry seconded. No objection.**
2. Rob Qualls sworn in by Judge William Story to replace Kim Agee for a term ending 4/1/2021.
3. Intern FTEs – Increased use of interns from the UA Departments of Business, Engineering, and Education would improve customer service and relieve stress points within the organization. **M. Rice moved to approve the hiring 1.5 FTE interns; J. Parry seconded. No objection.**

VII. Public Comment

VIII. Next meeting: Planned for March 20, 2017 at 4 pm in the Ann Henry Board Room

IX. Adjournment: **R. Qualls moved to adjourn; J. Parry seconded. No objection.**

  
\_\_\_\_\_  
Maylon Rice, Secretary

  
\_\_\_\_\_  
Date