Board of Trustees  
June 15, 2020  4 pm  
MINUTES  
Regular Meeting via Zoom

Trustees present: R. Qualls, B. Park, B. Bagwell, S. Overbey, J. Parry, H. Garner, M Sutherland,  
Trustees absent: None  
G. Allen, K. Rolf, R. Hazelwood, L. Headley, D. Dominguez, A. Taylor  
Public: M. Rice,  
FPL Attorney: V. Chadick  
Press: None

I.  Call to order: R. Qualls called the meeting to order at 4:02 pm
II.  Approval of Minutes: H. Garner moved to approve the minutes of May 18, 2020; B. Park seconded. All voted AYE
III.  Reports
    A.  Upcoming Events: In the current climate of COVID-19, all events are virtual. Usual summer events such as the Mountain Street Stage and Meet the Funders will be streamed online. Library management has noted the increased confirmed cases of COVID-19 and will consider when it will be safe to return to in-person attendance.
        1.  Management reports
            a.  Performance measures: Circulation is down primarily because FPL was closed for the entire month of April. May was open for 2 weeks, and 5,000+ people visited the library during that short time. Saturday hours were added in June, which will help the circulation numbers increase. A drop in cardholder numbers reflected the annual purge of accounts inactive for 5 years.
            b.  Strategic Plan progress through May 2020: The Youth Services and Reference Departments are continuing to figure out ways to translate events and programs into a virtual form.
        2.  Financial reports
            a.  Budget to actual through May 31, 2020: June property tax collections are down compared to the average of the past 9 years. Based on information provided by Washington County, the decrease is partly attributed to property tax bills sent out late. Other costs are below average, but that is to be expected as there are less patrons in the building during FPL’s limited open hours. The numbers reflect the unusual situation of the current COVID-19 climate.
            b.  Balance sheet as of May 31, 2020: FPL has $6,956,000 in cash and investments, which is sufficient for what FPL needs. There is enough cash and investments to take care of expenses for the next 12 months.
        3.  Informational
            a.  Library expansion project update: The site work on West Avenue is progressing. Dry wall and guide rails are going up, and the space is ready for audiovisual components to be installed. Crossland is working with SWEPCO to bury power lines along School Ave, and the elevators will arrive next week. A meeting is set to examine the timeline for substantial completion and when a certificate of occupancy can be obtained.
            b.  SRC: All summer reading programs have moved online with the Arkansas State Library program. 833 patrons have signed up and read 127,715 minutes in the first
2 weeks. Since there was no SRC kickoff event and children are at home more, these variables undoubtedly affect the participant numbers.

c. Limited Library Services Report: Since curbside pickup was initiated on March 30, 2020, 9,923 patrons have used the service. FPL continues to offer curbside 6 days a week, in addition to providing curbside printing services, free Pack Shack meals, and online events. Staff will consider adding more hours for public access once there is a plateau of COVID-19 cases in Washington County.

B. Fayetteville Public Library Foundation: Monthly Report: With S. Du Preez's departure at the end of the month, R. Hazelwood will be the new Foundation contact going forward. A $10,000 grant from the Arkansas Humanities Council, given as COVID-19 relief, will be used to purchase specialty AV equipment. Another grant was written for the Institute of Museum of Library Sciences for $200,000. The TRUE NWA grant proposal is still in progress that would fund the DEI implementation plan developed through training funded by the Walmart Foundation and the Walton Family Foundation. Introduced Lauren Headley, a new intern with the Foundation. The monthly report graphs illustrate that community giving is 47% below the goal of $100,000. Graphs showing the total amounts raised for the expansion, along with grants/gifts the Foundation has been promised, will be shared at each following BOT meeting.

C. Friends of the Fayetteville Public Library

IV. Old Business
V. New business

A. Consent items

1. Support scholarship application for Kim Rolf: **H. Garner moved to approve the scholarship application; J. Parry seconded. All voted AYE.**

B. Discussion items

1. Statement on Racial Injustice: **J. Parry moved to approve the statement; H. Garner seconded. All voted AYE.** Considering the May 25, 2020 death of George Floyd and subsequent protests for equality, FPL staff and the BOT crafted a statement against racial injustice. The draft is as follows: “Our mission at FPL is to strengthen our community and empower all citizens through free and public access to knowledge. Diversity and inclusion remain a core value. Recent weeks, however, have shed light on the fact that we must further our commitment to providing resources about social justice and racial inequity. Though we continue to educate ourselves as an organization on diversity, equity, and inclusion through programs like TRUE NWA, we know we still have much to learn and structural changes must be made to ensure we uplift both our staff and our patrons to the best of our ability. We urge everyone to let us hear your ideas for meeting these objectives. Learn more about social justice, anti-racism, and civil rights, by visiting Fayetteville Public Library at www.faylib.org.” Feedback suggested it was not time sensitive as it did not mention George Floyd or the Black Lives Matter movement. While acknowledging that it may be impossible to satisfy everyone, it was proposed that we add “Black Lives Matter” to the statement.

2. Report of the Bylaws Committee: **H. Garner moved to approve the changes; B. Bagwell seconded. All voted AYE.** B. Bagwell agreed to be the liaison to the Foundation Board.

3. Resurrection of the Art Committee (WALKED ON AGENDA ITEM): The Art Committee has been dormant for several years. S. Overbay and R. Qualls volunteered to facilitate the formation of the committee.

4. Accounting FTE Authorization Package: **H. Garner moved to approve the FTE authorization; S. Overbey seconded. All voted AYE.** With S. Davis and B. Fell planning to retire next March, a new Accountant will be hired for training. A partial FTE is planned to be hired in Nov/Dec to be trained as the new CFO.

5. Screen Installation – change from Crossland to CTI: **H. Garner moved to approve the screen installation; J. Parry seconded. All voted AYE.**

6. Expansion Change Order 6 and resolution: **H. Garner moved to approve Change Order 6 and resolution; B. Park seconded.** FPL requested permission to go before the City Council to acquire the contingency money for the teaching kitchen equipment. $325,000 for kitchen equipment
was approved at the May 18, 2020 BOT meeting. Discussion around leaving the remaining $165,000 out of the budget and putting it toward Foundation payments for construction. Staff is confident that the expansion will get enough fundraising to finish the building. **R. Qualls, B. Park, S. Overbey, J. Parry, H. Garner voted AYE. B. Bagwell voted NO. Resolution passed.**

VI. Public Comment: R. Qualls extended an invitation to reach out to the BOT as a liaison to the public concerning suggestions for the Statement of Racial Injustice.

Adjournment: **J. Parry motioned to approve, B. Park seconded. Meeting adjourned at 5:21pm.**

_Signed:_ Sallie Overbey, Secretary

_Date:_ 1.29.2020