



FAYETTEVILLE PUBLIC LIBRARY

**Board of Trustees**  
April 20, 2020 4 pm  
**MINUTES**  
Youth Niche, Fayetteville Public Library

Trustees Present: J. Parry, R. Qualls, B. Park, B. Bagwell, S. Overbey, M. Sutherland and retiring trustee M. Rice

Trustees Absent: H. Garner

Staff Present: D. Johnson, W. Fitzgibbon, C. Moody, L. Yandell, S. Palmer, S. Du Preez, R. Duarte, S. Daniel, S. Houk

Others: M. Russell, President Fayetteville Public Library Foundation and V. Chadick, library attorney

- I. Call to order: J. Parry called the meeting to order at 4 pm.
- II. Minutes: **B. Park moved to approve the minutes of February 17, 2020 and March 19, 2020.**
- R. Qualls seconded. All voted AYE.**
- III. Presentation to retiring trustee Maylon Rice by David Johnson and Janine Parry.
- IV. New trustee, Martha Sutherland, sworn in by Judge William Storey
- V. Reports:
  - A. Upcoming Events: FPL is switching from a high touch to a low touch library with curbside service, extensive use of social media, on-line book talks, streamed story times, and recipe quick bites. Other libraries are emulating these efforts.
  - B. Library administration
    1. Management reports: not discussed
    2. Financial reports: So far, the COVID pandemic has not affected revenues from sales tax
    3. Informational
      - a. Library expansion update: Level 200 is empty, and joining Blair to the expansion will start in the next couple of weeks. Some issues have arisen due to the Corona virus that make an October opening questionable. The factory that makes the moveable seating has shut down, and some subcontractors cannot get hotels in Fayetteville due to the Governor's ban on housing out-of-state travelers.
      - b. Library services during COVID closure: Curbside service has been expanded so that everyone can get books curbside, not just those with holds. The next step is determining how to bring materials back safely. The CDC and Institute for Museum and Library Services are providing guidance. Virtual circulation statistics have seen an uptick.
      - c. Audit: The audit is being conducted virtually and will be complete in another week.
  - C. FPL Foundation: Fund raising is proceeding apace with empathy for individuals and foundations that may have different priorities in these changed circumstances. The original plan called for raising 70% of the money before going to the public phase of the capital campaign, but staff are rethinking this. Some nonprofits are experiencing higher

levels of giving right now; the Roberta Fulbright Society is doing well. The Foundation will begin providing the board with a monthly donation report.

D. Friends: C. Dennis is staying in touch with the Friends. Board meetings are suspended until further notice.

VI. Old business

A. Reopening protocol: Reopening will depend on what the governor and the mayor authorize. Getting materials back safely will be a priority. Due to construction activity, there is no place to put everyone should the entire staff come back at once. It may be necessary to limit the number of patrons allowed in the library at one time.

VII. New business

A. Consent items

B. Discussion items

1. Nominating Committee: R. Qualls and S. Overbey

2. Liaison to Friend Board: S. Overbey

3. Finance Committee: B. Bagwell and J. Parry

4. Nominations to Foundation Board: **B. Park moved to approve Mailena Urso and David Mazur as directors on the Foundation Board. R. Qualls seconded. All voted AYE. Motion carried.**

5. AV and IT packages: **R. Qualls moved to approve the AV and IT packages; B. Park seconded.** Discussion around delaying part or all of the package until there is (1) more evidence that fund raising will be adequate and (2) more certainty about the supply and demand chain. However, a delay now would require removing sheet rock after it installation to make way for the cabling. It might be possible to assess the portable lighting as a separate item in that, without the seating, there may be no purpose for the lighting. The terms of the offering document require a decision by April 24. **Question called. J. Parry, R. Qualls, B. Park, S. Ownbey, and M. Sutherland voted AYE. B. Bagwell voted NO. Motion carried.**

6. Security Gate Package: **R. Qualls moved to approve; B. Bagwell seconded. All voted AYE. Motion carried.**

7. Portable Performance Lighting Package: Though these components will not be ordered until June, approving the package now will give Crossland the information it needs to design the space for the lighting package. **R. Qualls moved to approve; B. Park seconded. All voted AYE. Motion carried.**

8. USAC grant award and budget adjustment: **R. Qualls moved to approve receipt of the grant and a budget adjustment; B. Bagwell seconded. All voted AYE. Motion carried.**

VIII. Public Comment: none

IX. Executive Session: **B. Bagwell moved to adjourn the meeting and enter into executive session to discuss a personnel matter. R. Qualls seconded. All voted AYE.**

X. Adjournment: The board returned to regular session and the meeting adjourned at 6:30 pm.



Bret Park, Secretary

18 MAY 2020

Date