



FAYETTEVILLE PUBLIC LIBRARY

**Board of Trustees**

September 17, 2018 4 pm

**MINUTES**

Regular Meeting Ann Henry Board Room

Trustees present: J. Parry, R. Qualls, M. Rice, B. Park, H. Garner, S. Overbey

Trustees absent: B. Bagwell

Staff present: D. Johnson, S. Davis, W. Fitzgibbon, S. Palmer, S. Litzinger, S. Houk, L. Huffaker, G. Jelinek, C. Dennis, S. Daniel, K. Bailey, C. Moody

Press: S. Ryburn

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

I. Call to order: J. Parry called the meeting to order at 4 pm.

II. Minutes: **M. Rice moved to approve the minutes of August 20, 2018; R. Qualls seconded. All voted AYE. Motion carried.**

III. Reports

IV. Library administration

A. Informational

1. Calendar

a. In-service day closing: The staff in-service day will be Friday, November 9 rather than Veteran's Day.

b. True Lit festival: Preparations for NY Times best-selling author, Kwame Alexander, will require closing the mag-media wing on Tuesday, November 30. A crowd of 500-600 is anticipated.

c. Budget timeline: A proposed budget will be distributed in November for final approval in December.

2. FPL Outreach: Carlye Dennis discussed Books for Borrowing, Letter of the Week, and Reading Roadshow geared to youth readers, as well as Words on Wheels and Lending Hands intended to serve adult patrons.

3. Expansion update: There are several options for construction and remodeling of Blair: (a) Complete the expansion and move into it, then remodel Blair Library. This is the lengthiest and most expensive route. (b) Work on both the expansion and the remodel at the same time, perhaps moving Blair to a temporary location. (c) Do the expansion and the remodel concurrently using "swing" spaces to hold materials and accommodate programs until remodeled space is complete.

Recommended by staff, this approach would be efficient in terms of time and save the cost of moving elsewhere while allowing patron access. In response to board concerns about safety and the overall advisability of the library remaining open during remodeling, staff will research the cost of moving to a space of 10,000 square feet for 6 months. This issue will be revisited at the October board meeting, and Crossland will be present to answer questions.

V. Old business

VI. New business

A. Discussion items

1. Health insurance: Premiums will increase 15% in 2019 equating to \$46,000.

**M. Rice moved to approve the staff recommendation that the library follow the city's lead with employees and the library each picking up 50% of the increase.**

**R. Qualls seconded. All voted AYE. Motion carried.**

2. Streaming Board of Trustees meetings: For the October meeting, staff will prepare a cost estimate for streaming and archiving meetings.

3. Document imaging project: Level 100, where many of the library's records are stored, will be among the first areas impacted by construction. A document

imaging system will reduce the need for storage space. Money to fund the purchase will come from the technology reserve, and everything digitized will be

searchable. **H. Garner moved to approve the purchase of a document imaging system and the associated budget adjustment; M. Rice seconded. All voted AYE.**

**Motion carried.**

VII. Public Comment

VIII. Adjournment: **H. Garner moved to adjourn; R. Qualls seconded. All voted AYE.** Meeting adjourned at 4:53 pm.



Bret Park, Secretary

10/15/2018

Date