



Board of Trustees

February 18, 2019 4:00 pm

MINUTES

Regular Meeting Ann Henry Board Room

Trustees present: J. Parry, R. Qualls, M. Rice, B. Park, H. Garner, and B. Bagwell

Trustees absent: S. Overbey

Staff present: D. Johnson, S. Davis, W. Fitzgibbon; L. Yandell, S. Palmer, C. Dennis

Attorney: V. Chadick

I. Call to order: J. Parry called the meeting to order at 4:00 pm.

II. Minutes: **H. Garner moved to approve the minutes of January 17, 2019; M. Rice seconded. All voted AYE.**

III. Reports

A. Upcoming events: The expansion groundbreaking will be March 2 with Senator Boozman and Congressman Womack speaking. It coincides with Read Across America Day. Gathering of the Groups is March 27.

B. Library administration

1. Management reports

- a. Performance measures for 2018: The statistics show a large increase in program attendance because we have been including participants in streamed events. In 2019, these metrics will be tracked separately. Wireless use, circulation, and card holders continue steady and exceed targets. Statistics will likely fluctuate as the expansion gets under way.
- b. Strategic plan progress: Partnerships throughout the community (KUAF, T2, Chamber of Commerce, WAC, HARK, Applesseeds, Fayetteville schools) help drive programs and attendance. Quipu has been initiated; it's a new service that allows patrons access to online resources without having to come to the library to register for a card. Once the expansion is complete, the strategic plan, last updated in 2017, will be reevaluated.

2. Financial reports

- a. Budget to actual through December 31, 2018: Total revenues were less than budgeted by \$590,000. All operating budgets performed well and the year ended with a \$915,000 surplus.
- b. Balance sheet: Total cash and investments was \$5.8 million. This will be tracked monthly in 2019.

3. Informational

a. Library expansion update:

- (1) Jan 17: Board approved Site Utility Package
- (2) Jan 29: Site Utility Package to City Council agenda session
- (3) Feb 4: Rock Street closed; staff parking impacted
- (4) Feb 5: City Council approved Site Utility Package
- (5) Feb 13: Submitted documentation to City for a building permit
- (6) February 14: Met with City for preliminary grading permit
- (7) Feb 18: Fence wrap installed
- (8) Feb 19: Advertised bid package for steel, concrete, mechanical, electrical and plumbing
- (9) February 26: Pre-bid meeting for steel, concrete, etc. package
- (10) March 15: Bid opening for steel, concrete, etc.
- (11) March 25: Library Board votes on bid package once pricing is in
- (12) April 9: City Council agenda session

- (13) April 16: City Council approval vote
- (14) April 22: Full project will start

The expansion is scheduled for 18 months; the Blair remodel for 4-5 months. It may be possible to push back the remodel so it won't impact Summer Reading and the Roots Festival. This would also mitigate staff and patron disruptions.

- b. Audit timeline: The auditors will be on site April 15-22; they will meet with the Board's Finance Committee
- c. Tyson Corporate Social Responsibility Grant: Staff are working with Tyson on a grant intended to enhance the quality of life for employees of the Tyson Mexican Original Plant. If funded, FPL might be able to hire a multicultural liaison to engage members of the Hispanic community.
- d. Friends report: On February 25, the Foundation, Friends, and Board of Trustees will meet to discuss the possibility of merging the Friends and Foundation. The pop-up lobby book sale was a success. Donations have not slowed down.
- e. Foundation report: nothing to report
- f. Banking RFP (WALKED ON AGENDA ITEM): Library directors interviewed four banks and selected Simmons Bank. FPL will have three accounts with them.

IV. Old Business

V. New Business

A. Consent items

- a. Retirement Plan: **H. Garner moved to approve the staff recommendation to amend the library's retirement plan so that those transitioning to retirement would continue to be eligible to participate. M. Rice seconded. All voted AYE.** The cost for this change is minimal and the budget can absorb the cost. Right now, there are fewer than five people who might participate. It is possible to retroactively apply these changes to former employees who might want to return to work in a part time capacity.
- b. Reschedule March board meeting: The regularly scheduled meeting on March 18th will be rescheduled to March 25th.

B. Discussion items

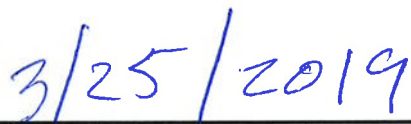
VI. Public Comment

VII. Adjournment

- A. H. Garner moved to adjourn; M. Rice seconded. All voted AYE. Meeting adjourned at 4:46 pm.



Bret Park, Secretary



Date