



Board of Trustees

June 18, 2018 4 pm

MINUTES

Regular Meeting Ann Henry Board Room

Trustees present: H. Garner, J. Parry, M. Rice, Rob Qualls, Bret Park

Trustees absent: B. Bagwell, S. Overbey

Staff present: D. Johnson, S. Davis, S. Daniel, W. Fitzgibbon, L. Greenwood, S. Du Preez, S. Houk, H. Robideaux, G. Jelinek, S. Litzinger, S. Palmer, C. Dennis

Press: S. Ryburn,

Attorney: V. Chadick

We inspire imagination and foster learning.

I. Call to order: H. Garner called the meeting to order at 4 pm.

II. Minutes: Approval of minutes of April 23, 2018: **M. Rice moved to approve; J. Parry seconded. No objection.**

III. Reports

A. Upcoming events: SRC kickoff was well attended, Mountain Street Stage is under way, and Trout Fishing in America (part of the Fenner Russell music series) will perform on July 28.

B. Library administration

1. Management reports

a. Performance measures: Circulation of physical and digital items is flat or down. Programming numbers are up while total visits are down. ALA posits that visits increase during a recession and decline when employment is up. These local trends mirror national ones indicating it may be time to consider re-distributing how library dollars are allocated.

b. Strategic plan progress through April 2018: See packet.

2. Financial reports

a. Budget to actual through May 2018: Local tax support varies monthly with peaks in April and October. The City transfer is constant each month. YTD revenues stand at \$5.36 million against a budget of \$8.86 million.

b. Balance sheet:

3. Informational

a. Library expansion project update: Demolition is set to begin this summer. A border fence will enclose all 4 acres. Asbestos has been removed. Utility relocation will be decided by the City Council in October. After that, grading and other civil work can commence. Design documents will be complete by the end of the year with construction to begin in early 2019. The doors should be open by mid-2020. MSR and FPL staff are determining whether to seek operational LEED or building material LEED as the budget does not allow for both. They are also examining whether the library should remain open or close for a period of time during construction. MSR reports all libraries that opted to remain open regretted that decision. Staff will present the board with data and options at a future meeting. The next visit from the architects will be June 27-28, and that meeting will produce a firm schedule for moving forward.

c. Fayetteville Public Library Foundation: The Foundation is designing campaign materials, recruiting a campaign committee, and studying effective methods of advocacy. A grant writer has been hired.

d. Friends of the Fayetteville Public Library : The Friends' book sale on Saturday made almost \$2000.

IV. Old business

V. New business

A. Consent items

1. Report of the Nominating Committee: The following slate is presented: J. Parry for President, R. Qualls for Vice-President, B. Park for Secretary, and M. Rice for treasurer. **M. Rice moved to approve this slate; J. Parry seconded. No objection.**

2. Cash and checks policy: M. Rice moved to approve the revision of FC-1 as recommended by staff; J. Parry seconded. No objection.

B. Discussion items

1. 2017 audit presentation and acceptance: M. Rice met with BKD; there were no issues. The board will vote on the audit at its July meeting.

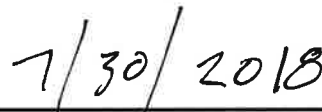
2. Resolution removing the requirement for 2 signatures on checks over \$25,000 and instituting Positive Pay. **M. Rice moved to approve the resolution; J. Parry seconded. No objection.**

VI. Public Comment

VII. Adjournment: Meeting adjourned at 4:44 pm.



Bret Park, Secretary



Date