

Fayetteville Public Library
Board of Trustees Regular Meeting
October 20, 2014, 4 pm
Minutes
Prepared by S. Daniel, Office Manager

Library Trustees present: K. Agee, S. Clark, S. Graham, M. Rice, H. Garner, B. Boudreaux, and J. Parry

Library Trustees absent:

Staff present: D. Johnson, S. Foley, S. Daniel, S. Davis, B. Holt, C. Spaulding, L. Yandell, and S. Palmer

Others: Judge Doug Martin, Vince Chadick, Maggie Jordan (Executive Director for the Day), Jack Butt, Mike Russell (nominated to Foundation Board of Directors)

Press: Rose Ann Pearce

- I. Call to Order: President K. Agee called the meeting to order at 4:00 pm.
- II. David Johnson introduced Maggie Jordan as Director for the Day, a Summer Reading Club grand prize.
- III. Judge Doug Martin administered the oath of office to new trustee Janine Parry.
- IV. J. Butt introduced Mike Russell, nominated to become the Foundation's newest board member. **M. Rice moved to approve M. Russell's nomination to the Foundation Board; S. Clark seconded. All voted AYE.**
- V. Minutes of August 18, 2014: **M. Rice moved to approve the minutes of the August 18, 2014 regular meeting; S. Clark seconded. All voted AYE.**
- VI. Reports:
 - A. Management Reports
 - i. Key upcoming events: LeVar Burton is expected to draw a capacity crowd. The event will require removing all furniture from the mag-media area -- an extended process to be documented with time lapse photography. A private reception at 5:30 will precede Burton's public remarks. One Book One Community has selected *What It Is Like to Go to War* by Karl Marlantes. Marlantes will speak at Gathering of the Groups.
 - ii. August-September Strategic Plan progress: True Lit has grown in attendance and scope with this year's addition an art component. Homework Helpers now offer tutoring four days a week thanks to NHS students from Haas Hall. Several 3D printer workshops have been well received. Daniel Robinson's documentary, *Lens to the Soul: The Photography of Andrew Kilgore* premiered to positive reviews. Staff submitted an application for the National Medal for Museum and Library Science.
 - iii. July 2014 Performance Measures: Attendance has dipped over the last year probably due to weather closings. Check outs are around 2700 per day. Wireless session time is down as FPL's increased bandwidth means patrons spend less time downloading. Staff will draft limitations on the use of study rooms as they are often claimed for the day by those here at opening.
 - B. Financial reports
 - i. Balance Sheet: FPL has \$3.3 million in checking or investments; this will decline as reserves are used.
 - ii. Budget to Actual: Operating revenues are budgeted at \$392,000; \$360,000 has been collected. The city millage transfer is budgeted at \$1.334 million of which \$695,000 has been received. Property taxes due by October 15 are expected to close that gap. Departmental budgets all show money left to spend in the 4th quarter. The amended budget anticipated spending \$651,000 in reserves but the Library expects the final number to be less by year's end.
- VII. Old business
 - A. Update on purchase of City Hospital: Several Stone family heirs have filed identical responses opposing the quiet title action. The deadline has passed for additional filings. Washington Regional's counsel has requested a hearing on the merits as soon as possible. Judge Beaumont is presiding.
 - B. Update on public input sessions: The sessions have been well-attended generating healthy public discourse. There is general awareness of the proposed expansion but little knowledge of the details. Phase II of the Master Plan will be held until there is closure on the City Hospital property.
 - C. Update on RFS event: Cocktails and Conversation, hosted by Jim and Nancy Blair, drew about 90 RFS members. Anshuman Nandy, a young student native to India who learned to read with the help of FPL, spoke movingly of his experience. Several in attendance made gifts and pledges.
 - D. CIP approval: The city is updating its capital improvement plan (CIP) and its value is approximately \$113 million for 215-2019. FPL, now 10 years old and in need of maintenance, submitted projects totalling \$5.86 million over the next five years -- of which \$2.4 million is unfunded. **H. Garner moved to approve the staff plan as presented; M. Rice seconded. All voted AYE.**
 - E. IMLS award application status: Finalists will be named by year's end and winners announced in March 2015.

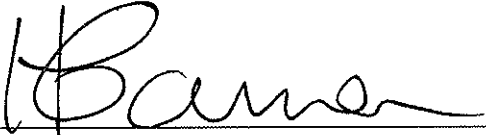

VIII. New business

- A. Proposed 2015 Budget: FPL has asked for an increase in the city operating transfer for 2015. The stock market correction has diminished the Foundation's funds, hence its transfer is projected to remain constant. Income from other operating revenues such as fines and fees will remain constant. Operational expenses should be similar to 2014's. A projected shortfall of \$55,000 for library materials will reduce our ability to respond to patron requests. Before internal transfers, the budget is \$465,000 short; after transfers, the shortfall is \$123,557. Unbudgeted needs (IT equipment, Phase 2 of the Master Plan, and salary increases) would add an additional \$309,860. A recent salary survey found FPL salaries below market for most positions. In general, the library tends to follow the city's lead on providing raises.
- B. Health Insurance Premiums: Premiums will increase 7.2% in 2015. Staff recommends using the city's formula for distributing the increase between employees and the library. **M. Rice moved to approve this recommendation; H. Garner seconded. All voted AYE.**
- C. Holiday Farmers' Market: The Market has asked vendors be allowed to sell crafts and winter foods on the library plaza three Saturdays in December. While the booths would be for profit, the Market would make a donation to FPL. **M. Rice moved to approve the proposal provided all displays be outside the front doors and days cancelled due to weather not be rescheduled. H. Garner seconded. All voted AYE.**
- D. Applications for AR State Library Scholarship: Both Leah Frieden and Carlye Dennis began as FPL pages. They have been promoted and plan to pursue MLS degrees. **M. Rice moved to approve both applications. H. Garner seconded. All voted AYE.**

IX. Public Comment: None

X. Executive Session: **M. Rice moved to enter executive session to discuss the Executive Director's performance; H. Garner seconded. All voted AYE.** Executive session began at 5:18 pm. Executive session ended at 5:32 pm.

XI. Adjournment: K. Agee declared the meeting adjourned 5:32 pm.

Hershey Garner, Secretary Date