



Board of Trustees
October 17, 2016 4 pm

MINUTES

Regular Meeting Ann Henry Board Room

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

Trustees absent: J. Parry

Staff present: H. Robideaux, C. Moody, J. Atha, S. Davis, S. Palmer, L. Yandell, W. Fitzgibbon, C. Dennis, L. Greenwood, S. Du Preez, G. Jelinek, S. Daniel

Press: S. Ryburn, NWA Democrat Gazette

Others: V. Chadick, library attorney

Public: Ardon Kruze

We inspire imagination and foster learning.

I. Call to order: H. Garner called the meeting to order at 3:57 pm.

II. K. Agee submitted his resignation from the Board of Trustees effective October 17, 2016. **M. Rice moved to accept K. Agee's resignation; S. Clark seconded. All voted AYE (with regret).** After thanking library staff and board members for their service, K. Agee departed the meeting.

III. Minutes

A. Approval of minutes

1. August 15, 2016: **M. Rice moved to approve the minutes; S. Clark seconded. All voted AYE.**

IV. Resolution to confirm Foundation Board's proposed new members: **M. Rice moved to remove this item from the consent agenda for discussion. No objection. M. Rice moved to approve nominees Carolyn Henderson Allen, Connie Hendrix-Kral, Amy Martin, Jacinda Smith and Patty Sullivan as directors on the FPL Foundation Board with the understanding that each obtain a library borrowing card. B. Boudreaux seconded. All voted AYE. H. Garner moved to recommend K. Agee as a new Foundation director. M. Rice seconded. All voted AYE.**

V. Reports

A. Upcoming events – The True Lit festival is under way. Author Louis Sachar will speak Wednesday, October 19. Bryan Stevenson speaks to the Gathering of the Groups on November 4th.

B. Library administration

1. Management reports

a. Performance measures – Wireless usage is climbing; circulation is trending down.

b. August 2016-September 2016 strategic plan progress – Study rooms continue to be heavily used, and the Books and Bites program has been successful. S. Du Preez was hired as Development Director and L. Frieden as Adult Services Librarian. Staff will report back to the Board on the number of e-cards distributed to private schools.

2. Financial reports

a. Budget to actual through September 30, 2016 – Revenues and expenditures are tracking.

3. Informational

a. Library expansion project update: The Supreme Court has not yet issued an opinion.

(1) Architect and construction manager selection: City and library staff are jointly drafting RFQs.

(2) Millage: Nothing new to report.

(3) Bonds: The city won't sell bonds until there is a decision on City Hospital and the design process is further along.

(4) Anders Dahlgren- Library Planning Associates will again do data analysis to plan the expansion, and will be on site November 10-11 working with staff.

b. True Lit update: Altrusa is a potential new partner for 2017, and school librarians would like a middle school component in the festival.

c. Fayetteville Public Library Foundation

a. Capital campaign update: The Development Director is assembling a leadership committee and a marketing plan to be implemented after a city hospital decision.

d. Friends of the Fayetteville Public Library

VI. Old business

A. NWA Economic Development District grant: Thanks to State Senator Uvalde Lindsey, FPL received \$15,000 to replace its mobility scooters.

VII. New business

A. Consent items

1. Long-Term Revenue Committee: update board-approved recommendations

a. Resolution to rescind hiring freeze

2. Policy amendments

a. Records retention

b. Patron code of conduct

c. Customer responsibilities

d. Photography and filming

e. Use of meeting rooms

f. Programming

3. Allocation of health insurance premium increase

M. Rice moved to approve all consent items; S. Clark seconded. All voted AYE.

B. Discussion items

1. 2017 Budget: The budget calls for programming just over \$5 million, and begins the process of replenishing cuts made in previous years. Priorities are to shore up the materials budget and add staff hours to critical positions. The total change in FTEs is 3.85; most are hours added to existing positions for safer coverage during open hours. The budget proposes \$555,000 in new expenses - the majority for library services and transfers to reserve funds for emergencies. In addition, our strategic plan calls for \$3.1 million in reserve to cover 6 months' worth of operating expenses. Staff is suggesting \$5 million for greater safety. Because the Foundation will be paying expenses for the Development Office, its annual transfer to the library will be suspended for 3 years. The Expansion Fund will exist only during the 3 years of planning and building. Shared Programming is a new category that captures inter-departmental programs. The administrative budget contains an allowance to (1) adjust pay based on the salary survey as well as (2) to implement a raise. The salary survey and pay plan recommendations will be presented at a future board meeting. The draft budget will be posted on the library's website. In response to a board request, staff will assess the cost of staying open additional hours during exam weeks.

VIII. Public Comment: None

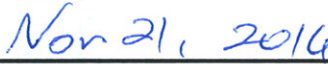
IX. Executive session to conduct performance review of executive director.

The board returned to regular session at 4:55 pm. **M. Rice moved to make any raise given FPL employees apply by the same percentage to the executive director. S. Clark seconded. All voted AYE.**

M. Rice will prepare a letter of goals and objectives for the upcoming year for the executive director's personnel file.

X. Adjournment: **S. Clark moved to adjourn; B. Boudreaux seconded. All voted AYE. Meeting adjourned at 5:02 pm.**


Maylon Rice, Secretary


Date