

Fayetteville Public Library
Board of Trustees Regular Meeting
February 21, 2011
Minutes
Prepared by S. Daniel, Office Manager

Board Members present: L. Brewer, D. Ferritor, M. Malone, S. Clark, M. Rice, B. Schaffer and E. Jordan. Staff present: S. Thorup, L. Speer, C. Rew, L. Yandell, S. Palmer and S. Daniel. Others: Joel Walsh of NWA Times and David Johnson.

- I. The Board of Trustees meeting was called to order at 4:00 pm by L. Brewer.
- II. **Special Presentation:** L. Yandell was presented with a framed photograph he took of FPL that was published in *Arkansas Libraries*.
- III. **Approval of minutes:** D. Ferritor moved to approve minutes from the December 20, 2010 meeting. M. Rice seconded. All voted aye.
- IV. **Reports. A.) Management Reports. 1.) Key Upcoming Events** – L. Speer highlighted Read across America, FPL's teen literary magazine *The Wanderer*, Dr. Seuss's Birthday, Cover to Cover, and Alexander McCall Smith's upcoming visit. **2.) Strategic Plan Progress** – S. Thorup noted that FPL has become a bench mark for our bench mark libraries having hosted a tour of librarians from Lawrence, KS. DVDs are on our shelves the afternoon of the day they are first released. Self-checks now include a "no receipt" option. Staff training in January included customer service and front line advocacy. Friends elected new officers and have transitioned to an online membership system. Volunteers now track their time electronically. Seven DVD players circulate and Blu-ray players will be purchased when the price drops. **3.) December 2010 Performance Measures** – S. Thorup reported that while a few measures decreased, overall performance is high, often exceeding targets. For the 3rd year in a row, checkouts exceeded 1 million – the most for any single library in AR. Collection size was up 10%. (In 2010 we spent the most money ever on the collection.) The number of volunteers is up 25%; hours volunteered are up 10%. **4.) January 2011 Performance Measures** – S. Thorup highlighted that circ is up 17% over last year. We have begun to distinguish physical from digital items – both in the collection and in items circulated each month. **5.) Chart of the meeting** – Film check-outs are up 63% over January 2010. **6.) 2011 Objectives** – S. Thorup will keep the board posted on progress made. **B.) Financial Reports.** The annual audit is under way.
- V. **Old business. A.) Teen Area Expansion** – Because the base bid submitted in 2010 exceeded the certified fund amount, it was rejected and no money was expended. The project was rebid successfully in 2011. M. Rice moved to reverse the motion on 9/18/2010 that approved spending \$74,300 from the Otwell Fund, \$75,000 from Cox Communications, and budgeting \$149,300 for design fees, furniture and equipment. B. Bassett Schaffer seconded. All voted aye. M. Rice moved to budget \$200,000 from the Otwell Fund to pay for the teen area expansion project in 2011. S. Clark seconded. All voted aye. M. Rice moved to request the Foundation pay the library \$200,000 from the Otwell Fund as soon as is reasonably possible. E. Jordan seconded. All voted aye.
- VI. **New business. A.) Budget Adjustments** – D. Ferritor moved to roll \$44,071 into the 2011 budget from the 2010 budget to pay for items ordered in 2010 but not received/paid for until 2011. M. Rice seconded. All voted aye. S. Clark moved to add \$49,415 in unexpended 2010 funds to the Building Designated Fund and \$59,077 in unexpended 2010 funds to the Technology Designated Fund. M. Rice seconded. All voted aye. M. Rice moved to add \$2,600 to the youth programming budget from the remaining Target Foundation and American Library Association grants. D. Ferritor seconded. All voted aye. M. Rice moved to designate \$163,910 in corporate gifts as follows: add \$53,910 to the materials budget, add \$75,000 to the IT hardware budget, and put \$35,000 into reserves for 2012 budgeting. S. Clark seconded. All voted aye. M. Rice moved to budget \$164,800 in unexpended 2010 funds as follows: add \$51,500 to the IT hardware budget and add \$56,650 each to the Building Designated Fund and the Technology Designated Fund. B. Bassett Schaffer seconded. All voted aye. **B.) FPL Foundation bylaws revision** – M. Rice moved to approve the revision. S. Clark seconded. All voted aye. All board members signed the revised bylaws. **C.) Policy AD** – M. Rice moved to eliminate the policy. E. Jordan seconded. All voted aye.
- VII. **Executive Session** – M. Rice moved to enter into executive session to plan the Executive Director's 2010 performance evaluation. D. Ferritor seconded. All voted aye. Executive session commenced at 4:49 pm. M. Rice moved to exit executive session. E. Jordan seconded. All voted aye. Executive session concluded at 5:38 pm. No action was taken.
- VIII. **Adjournment:** M. Rice moved to adjourn. D. Ferritor seconded. All voted aye. Meeting adjourned at 5:39 pm.

