

Fayetteville Public Library
Board of Trustees Special Meeting
November 13, 2013 4pm
Minutes
Prepared by S. Daniel, Office Manager

Board members present: C. Adams, K. Agee, B. Boudreaux, S. Clark, S. Graham, E. Jordan, and M. Rice. Staff present: D. Johnson, S. Davis, S. Foley, S. Palmer, L. Greenwood, B. Holt, D. Wax and S. Daniel. Press: Rose Ann Pearce of NWA Times.

- I. The Board of Trustees meeting was called to order at 4:01 pm by K. Agee.
- II. New business:
 - A. Health Insurance Decision: FPL will stay aligned with the city due to better rates. Gallagher Benefits has done educational presentations for staff; open enrollment is ongoing.
 - B. Master Plan Phase II: Professional costs to be \$250,000 with about \$15000 in reimbursable expenses. The process is expected to require 12-18 months. No action required at this meeting as the intent is only to initiate dialog around the schedule and price.
 - C. Possible partial/full closing December 15: A partial closing is proposed for Bill Harrison's memorial event. This is a Sunday when we are normally open 1-5 pm. At the close of business on Saturday, library staff would clear out the building to allow for setup on Sunday. Staff recommends closing magazine/media and the children's library. Library to be restored to full operating condition by Monday, December 16. **S. Clark moved to close the building as recommended by staff. B. Boudreaux seconded. All voted AYE.**
 - D. Board Retreat: D. Johnson has invited Bobby Roberts from CALS to define the steps of library expansion, Stephen Smith to speak about the mechanics of a millage campaign, Bill Mitchell to define the steps in a capital campaign, and Jeffrey Scherer to explain the next steps in greater detail. Date scheduled is February 3, 2014 from 8:30 – 2:30 or 3 in the old airport. B. Boudreaux will confirm availability of the airport.
 - E. Preliminary Draft Budget 2014: S. Davis introduced a draft budget, noting primary changes in 2014 revenue include the lack of a transfer from the Foundation due to the purchase of City Hospital and the FINRA grant. IT capital of \$183,000 is for replacement of public computers. Facilities capital is for replacing lobby furniture - funds to come from the furniture replacement fund. While there is an IT fund of \$397,000, it is intended to cover network core replacement in 2015 conservatively estimated at \$250,000. The expense to secure city hospital is estimated at nearly \$60,000, but the goal will be to tear down the building ASAP. Securing the hospital will not commence until the contract has been signed. Bids will be let for demolition; the goal is to make some money, or at least break even.

Past budget practice included prepayment of maintenance contracts and database costs from monies left over at the end of the year. We didn't have that opportunity in 2012, nor is it the best practice as you lose the match between revenues and expenditures for a given year. Currently, we are out of some multiple year contracts. While we will continue to do multiple year contracts if there is a significant cost saving, it will not be a common practice.

Looking at the revenue and expense comparison, the \$425,000 showing in 2013 was rolled from 2012. 2014 will require the use of reserves from IT replacement and reserves for replacement of furniture. Expenditures exceed revenues by \$373,576. Master Plan Phase II is not included in this budget.

Revenues are not keeping pace with costs and FPL will need to identify a source of revenue for these increased costs. Since inception, the library has relied on 1 mil and that's simply become impossible. Millage revenue increases only 1.7% year after year. While the city significantly increased the library transfer in 2004, it has not grown with inflation. The State constitution provides a limit of 5 mills. Increasing this limit would allow those cities that wished to spend more on their libraries to be able to do so.

M. Rice moved to go into executive session to review the Executive Director's job performance. S. Clark seconded. All voted AYE. Executive session began at 4:46 pm. **M. Rice moved to come out of executive session. S. Clark seconded. All voted AYE.** Executive session concluded at 5:05 pm and regular session resumed. **M. Rice moved "we the board of the FPL have assessed the performance of the Executive Director, David Johnson, and we have the utmost confidence in his leadership role at the FPL. Upon a motion we have raised his annual pay to meet bench mark libraries with which we compare FPL. We are moving to**

award him an annual salary of \$112,000 going forward. (Effective January 1, 2014) The results of his evaluation and benchmark salaries will be placed in his personnel file after the December meeting. S. Clark seconded. All voted AYE.

D. Johnson requested a note confirming this motion be placed in his personnel file but to delay the implementation of the raise until the budget could better accommodate it. The board insisted on implementing the raise immediately.

M. Rice moved to adjourn; S. Clark seconded. All voted AYE. Meeting adjourned at 5:13 pm.

A handwritten signature in black ink, appearing to read "Pamela Anderson". The signature is written in a cursive, flowing style with a large initial "P" and "A".