

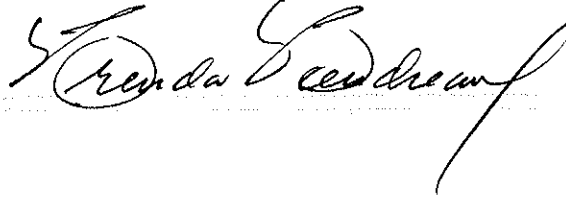
Fayetteville Public Library
Board of Trustees Regular Meeting
October 28, 2013 4pm
Minutes
Prepared by S. Daniel, Office Manager

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, L. Yandell, S. Palmer, L. Greenwood, B. Holt, D. Wax and S. Daniel. Press: Rose Ann Pearce of NWA Times. Others: J. Scherer of Meyer, Scherer & Rockcastle (via Skype), Matthew Cabe of Allison Architects.

- I. The Board of Trustees meeting was called to order at 4:00 pm by K. Agee.
- II. Approval of minutes: **M. Rice moved to approve the minutes of August 21, 2013. S. Clark seconded. All voted AYE.**
- III. Reports:
 - A. Management reports
 1. Key Upcoming Events: D. Johnson noted a successful Friends book sale and good attendance at screenings of *After the Tsunami*. Upcoming events include Pete Early for the 10th annual Gathering of the Groups and Crescent Dragonwagon.
 2. Strategic Plan Progress: The SRP was popular and the Jim Lindsey documentary and Nancy Hartney's book reading were well attended. Several staff attended ALA and PUG. We are launching a new marketing campaign around, "What do you do with your card?" that will include the Mayor and other recognizable folks around town. John Roberts, CEO of JB Hunt and Donnie Smith, CEO of Tyson spoke to the management team; their common thread was that culture is the key to a successful organization. Elise Mitchell is to be the next speaker.
 3. Performance Measures: Circulation of all types of items is up. Though we offered fewer programs, there was higher attendance. Computer use down probably because people are using wireless devices.
 - B. Financial reports
 1. Balance Sheet: S. Davis reported assets of \$3.586 million and liabilities of \$195,000.
 2. Budget to Actual: Revenues and expenses are tracking as predicted. About 40% of millage revenue comes in November.
- IV. Reports Old Business
 - A. Health insurance options update: D. Johnson reported that detaching from the city for insurance purposes would result in significantly higher premiums.
 - B. Master Plan approval: The master plan provides a road map for moving forward. The original single purpose auditorium has been transformed to a multi-purpose room. While there has been considerable discussion of branches, there was no turnout for the public input session at the Wedington corridor where a branch is part of the city's master plan for that area. The next series of input sessions will provide needed input about citizens' priorities. **M. Rice moved to approve the master plan; B. Boudreaux seconded. All voted AYE.**
 1. Master Plan – Amendment 1: M. Rice moved to approve the additional scope of work within the agreed upon original fee; S. Clark seconded. All voted AYE.
 - C. City Hospital property update
 1. Ratification of Foundation's purchase plan: M. Rice moved to gladly and graciously accept the Foundation's motion. B. Boudreaux seconded. All voted AYE.
 2. Contract with Washington Regional Medical Center (walk on agenda item): Attorneys for the Medical Center and FPL reached agreement Friday, October 25 on the terms of purchase. Signing the contract and earnest money of \$10,000 starts the 90 day clock for conducting due diligence to include soil borings, a survey, and a phase II environmental assessment. The Stone Family, original grantors of the land, will be recognized. **M. Rice moved to approve the contract. S. Clark seconded. All voted AYE.**
 3. Due diligence: **M. Rice moved to approve the soil boring/geotech agreement, the survey agreement, and the phase II environmental assessment. B. Boudreaux seconded. All voted AYE.**
- V. New Business
 - A. Library expansion, next steps: D. Johnson provided a time line with several key activities starting in early 2014 including concept design alternatives with costs, public input sessions, and a capital campaign. An election concerned with possible tax increases for operational costs is slated for the second quarter of 2015 and the commencement of a capital campaign for the 3rd quarter.
 - B. Summary of Petit Jean library construction retreat: D. Johnson noted Bobby Roberts provided excellent information. He and Allison Architects will be part of a library board retreat being planned for early next year.

- C. Retirement plan update: S. Davis explained the plan must be updated every 5 years. If amended and restated this year, there is no need to file for an IRS determination letter. Waiting requires a determination letter and a \$2500 fee. The main amendments codify previous board approved changes, add a 457 (b) Roth option (no cost to FPL), and provide that terminated employees with balances of \$5000 or less are automatically removed. **M. Rice moved to approve the amended plan with an effective date of January 1, 2014. B. Boudreaux seconded. All voted AYE.**
- D. 2012 Annual Report draft: This report will be available online and printed only on demand.
- E. Wednesday, November 13, 2013 at 4 pm is the tentative date for a board meeting to discuss the 2014 budget and the next steps in the library's expansion.
- F. Future events: a memorial event honoring Bill Harrison held at the request of Jim Blair and Haydon McIlroy on December 15, 2013 and the 2014 RFS speaker, Maya Angelou, tentatively on April 11, 2014.

M. Rice moved to adjourn; S. Clark seconded. All voted AYE. Meeting adjourned at 5:12pm.

A handwritten signature in black ink, appearing to read "Brenda Boudreaux". The signature is written in a cursive style with a large, stylized initial "B".