

Minutes of the Board of Trustees
William F. Laman Public Library
April 22, 2019
10:00 AM

The Board met at the Main Branch in Room 126 at 10:00 a.m. Ms. Crawford called the meeting to order at 10:25 a.m. Those present were Ms. Crystal Gates, Executive Director; Ms. Joyce Brewer; Ms. Esther Crawford; Ms. Vicki Matthews; and Mr. Sonny Rhodes. Mr. Charley Baxter, Ms. Kim Drake, and Ms. Valerie McLean were absent. Motion Ms. Brewer, second Mr. Rhodes to excuse the absences of Mr. Baxter, Ms. Drake, and Ms. McLean. Motion carried unanimously. Also present: Ms. Kyly Plumlee, Ms. Stacy Purdy, Mr. Richard Theilig and Ms. Fredonna Walker. Under public comments, Ms. Plumlee announced that the Recreational Therapy Egg Hunt held on April 13th had over 125 attendees, and that it was wonderful to partner with NLR Parks and Rec to hold this special event. Ms. Drake arrived to the meeting.

Motion Mr. Rhodes, second Ms. Brewer to approve the Minutes of March 11, 2019. Motion unanimously carried.

All present discussed the financial report. Ms. Matthews requested that the discussion of certain service expenditures potentially being moved to the operating budget be tabled until the next meeting. Motion Ms. Brewer, second Mr. Rhodes to approve the financial report. Motion carried unanimously.

Ms. Gates reviewed the statistical report. Motion Mr. Rhodes, second Ms. Drake to approve the statistical report. Motion carried unanimously.

Ms. Gates presented the director's report. Her PTO balance is 244.13 hours. The library, together with the Tree Board, will hold a tree planting in the plaza at Main on Friday, April 26th at 2:00 p.m. Storage units have been rented to hold the crates for the NASA exhibit for the summer. The AC unit in the server room has met its end and will be replaced once quotes are obtained and approved. Several roof leaks at Argenta may be caused by leaf and debris buildup. Quotes have been requested to provide regular maintenance of the roofs at both Main and Argenta. Stumps for the removed trees around the Main building have been removed. She also presented copies of café usage. Ms. Matthews requested that a review of the café usage be tabled until Ms. McLean was in attendance at the next meeting.

Due to feedback regarding the problems of meeting on the newly scheduled meeting dates and times, Ms. Gates announced the various times that other board and commissions meet. All present discussed dates and times that would not work for current members, that reports would run two months behind if the regular meetings were scheduled early in the month, that the most important time to have the most recent information would be at year-end, and a special meeting could be held at the point for budget discussions. Motion Ms. Matthews, second Mr. Rhodes to move regular board meetings back to their original dates and times of the second Monday of each month at 10:30 a.m. Motion carried unanimously.

Ms. Gates reviewed the public relations information submitted to area media. The library will be closed on May 27, 2019 for Memorial Day. Recent and upcoming events include Art Walk at

Argenta held last Friday, April 19, and next month on Friday, May 17th from 5-8 p.m. The next regular board meeting will be held on Monday, May 13, 2019, at 10:30 a.m.

Under Board comments, Ms. Drake mentioned her pleasure with the Arkansas Digital Library Consortium and the constant updating of electronic materials. Ms. Brewer announced that the art exhibit currently at the Argenta Branch gallery is awesome and encouraged everyone to view it. Ms. Matthews asked for more information regarding a makerspace, and a discussion followed regarding examples of the types of items to be included in the makerspace, including Accucut and Ellison machines, 3D printers, wide-format printing, cake pans, scrapbooking stations, additional computer areas for training, etc. Ms. Gates also reviewed her proposal for studio spaces pending grant funding for such projects. Ms. Matthews recommended that potential construction of new rooms and areas include plans for additional storage space. Ms. Matthews shared public feedback regarding concern about the library being closed for two days for training.

With no further business to discuss, motion Ms. Brewer, second by Ms. Drake to adjourn. Motion carried unanimously.

Crystal Gates, Secretary