

Minutes of the Board of Trustees
William F. Laman Public Library
Special Meeting - Via Zoom
May 20, 2021 @ 1:30 PM

The Board met via Zoom at 10:30 a.m. Ms. McLean called the meeting to order at 10:30 a.m. Those present were Ms. Crystal Gates, Executive Director; Ms. Valerie McLean, President; Mr. Charley Baxter; Ms. Joyce Brewer; Ms. Kim Drake; Ms. Vicki Matthews; and Mr. Sonny Rhodes. Ms. Crawford was absent. Also present: Ms. Robin Campbell, Ms. Stacy Purdy, Ms. Shannan Hicks, and Mr. Richard Theilig. Motion Ms. Brewer, second Mr. Rhodes to excuse the absence of Ms. Crawford. Motion carried unanimously. There were no public comments.

Motion Mr. Baxter, second Mr. Rhodes to approve the Minutes of May 10, 2021. Motion carried unanimously. Motion Mr. Baxter, second Mr. Rhodes to approve the Minutes of May 20, 2021. Motion carried unanimously.

Ms. Gates reviewed the Financial Report. Ms. Mathews recommended looking into sharing the dumpster at Argenta with neighbors. Ms. Gates advised that the library already shares with the law office next door. Ms. Gates discussed the updated plans for the Laman Plaza, which includes Parks installing an inclusive playground and outdoor classroom space. Motion Mr. Rhodes, second Ms. Brewer to approve the Financial Report. Motion carried unanimously.

Ms. Gates reviewed the Statistical Report. Summer Reading participation is high, and the Passport Office is accepting applications again. Motion Ms. Brewer, second Ms. Matthews to approve the Statistical Report. Motion carried unanimously.

Ms. Gates reviewed the Director's Report, including her PTO and recent meeting schedule. All present discussed the anticipated ARPA funds from the Arkansas State Library and the requests for ARPA funds from the City and the State. New hire, Toshona Carter, comes to Laman from the Arkansas State Library; she will be working in the Main Branch Children's Department. ALA Annual Conference is June 23-29, 2021, and will be held virtually.

All present discussed the past history of personnel expenditures, including benefits increases and percent of cost of living increases over the last five years. Ms. Drake requested the amount needed to pay off one of the bonds and the amount that would save if done early. During discussion of potential salary increases, Mr. Baxter noted that attention needed to be paid to the potential increase in insurance costs and the retirement deficit noted in the last audit. All present agreed that funds need to be secured for savings as well with the future unknown. Ms. Brewer and Ms. Drake noted that in considering salary increases it is important to provide an increase for all staff and not just those whose salaries fall under the minimum target range. Motion Ms. Drake, second Mr. Baxter to authorize a \$1 per hour salary increase for all employees, beginning June 18, 2021. Motion carried unanimously.

All present agreed to review the 2020 Audit at the next meeting. Ms. McLean noted that she did not like how the expenses were categorized versus how they were presented in previous

audits. Mr. Baxter noted that while the library lost revenue in passports it gained revenue in donations.

Ms. Gates reminded everyone to join the ReadSquared app to report their summer reading. All present discussed moving meetings back to in-person, and then the majority agreed to meet in person for the June meeting.

Ms. Matthews would like to see at least one “wow” exhibit on the schedule for next year and would like to see a copy of the exhibits schedule at the next meeting. Ms. Drake advised that she had noticed a focus on local artists and that the Facebook videos on those local artists are great.

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

Crystal Gates, Secretary