

Minutes of the Board of Trustees  
William F. Laman Public Library  
Regular Meeting - Via Zoom  
Monday, August 9, 2021 @ 5:30 PM

The Board met via Zoom at 5:30 p.m. Ms. McLean called the meeting to order at 5:30 p.m. Those present were Ms. Crystal Gates, Executive Director; Ms. Valerie McLean, President; Mr. Charley Baxter; Ms. Joyce Brewer; Ms. Esther Crawford; Ms. Kim Drake; Ms. Katie Phippin; and Mr. Sonny Rhodes. Also present: Ms. Robin Campbell, Ms. Stacy Purdy, and Mr. Richard Theilig. There were no public comments.

Motion Mr. Baxter, second Mr. Rhodes to approve the Minutes of June 14, 2021. Motion carried unanimously.

Ms. Gates reviewed the Financial Report. Motion Ms. Crawford, second Ms. Brewer to approve the Financial Report. Motion carried unanimously.

Ms. Gates reviewed the Statistical Report. Summer Reading went well and Marilyn is offering outreach and dressing up in costume for day cares and other special events. Ms. Gates offered a special thank you to the Arkansas State Library for providing the ReadSquared app for library programming. Motion Mr. Rhodes, second Ms. Drake to approve the Statistical Report. Motion carried unanimously.

Ms. Gates reviewed the Director's Report, including her PTO and recent meeting schedule. New hires include Donovan Mays and Rettina Hill. Recent departures include Michael Church, Robert Rumpf, and Kory Sanders. Ms. Gates reviewed current projects funded via ARPA monies received by the Arkansas State Library and the City of North Little Rock.

All present discussed the 2020 Audit. During the discussion, Ms. McLean requested further information regarding the ownership of buildings. Mr. Baxter offered a reminder that the Board has a responsibility to maintain budgetary control and that each vote matters. Ms. McLean discussed her preference for the expenses to be broken down into categories like the previous audit companies provided. Ms. Gates advised that due to the auditor's recommendation, all property funds are combined under one millage general ledger number now. Ms. Gates advised that the employer retirement contribution has increased from 10 percent to 11.85 percent, and employee contributions remain flat at 5 percent. Motion Mr. Baxter, second Ms. Crawford to approve the 2020 Audit. Motion carried unanimously.

Ms. Gates discussed the proposal for the purchase of a mobile branch, including costs for authorized drivers and library workers, collection, technology, and bus options. After review of several options, all available via state contract, Ms. Gates recommended the coach style of bus at an approximate cost of \$300,000.00. The bus would include special shelves for books and traditional library materials in addition to technology space for computers and classes. The City of North Little Rock has authorized a grant of \$200,000.00 from ARPA funds for the purchase of a mobile branch for the library. Mr. Rhodes recommended using approximately \$100,000.00 from the Nathan Hughes Hamilton Estate funds received in 2020 and placed into a CD earlier

this year to supplement the funds to be received from the City for the purchase and outfitting of the mobile branch. Motion Mr. Rhodes, second Ms. Drake to authorize the use of approximately \$100,000.00 received from the Nathan Hughes Hamilton Estate to supplement the \$200,000.00 to be received from the City of North Little Rock for the purchase of a FSV Coach Style 38' Bookmobile, including traditional bookmobile shelving and technology for computers and classroom use. Motion carried unanimously.

After review of the need for more accessible meeting times, motion Mr. Rhodes, second Mr. Baxter to move the regular meeting dates and times of board meetings to the third Monday of each month at 5:30 p.m., beginning with the September 2021 meeting. Motion carried unanimously. The next regular board meeting will be held on Monday, September 20, 2021, at 5:30 p.m., via Zoom.

Ms. Drake asked about library plans for the ongoing pandemic considering the significant increase in COVID-19 cases in central Arkansas. Ms. Gates advised that based on library usage, she does not recommend ending in-person access to the branches at this time. However, evaluations are ongoing, and she will continue to monitor use and the need for adjustment to the phased opening plans.

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

Crystal Gates, Secretary