

Fayetteville-Lincoln County Public Library

Library Board Meeting Minutes

October 16, 2023

Library Board Meeting Attendees:

Mr. Josh Blackburn, Chairman

Ms. Andrea Delap

Ms. Rachel Muzzarelli

Mr. Brian Carter

Mr. Mike Keenan

Ms. Faye Hill

Ms. Audra Bradford

Ms. Meghan Murr, Library Director

Ms. Marion Bryant, Buffalo River Regional Library Director

Call to Order/Welcome

Mr. Blackburn opened the Library Board meeting at 5:30p.m. on Monday, October 16, 2023. Roll was called and Ms. Linda Petty from the Stonebridge Garden Club was welcomed.

September Meeting Minutes

Ms. Murr provided the members with a copy of the September board meeting minutes for review. Mr. Carter made a motion to approve as written, and Mr. Keenan seconded. All members were in favor of approval.

Public Comments

There were no public comments given at this meeting.

Stonebridge Garden Club Request

Ms. Linda Petty from the Stonebridge Garden Club attended the meeting. The Garden Club would like to take out the boxwoods and freshen up the landscape in the front of the library. They would like to add some color and add plants that will be more manageable. The work is their refresh and remake project for this year. Ms. Petty will be contacting Jeans Landscape about donating some time and equipment to remove the boxwoods. Ms. Delap made a motion to allow the Garden Club to reach out to Jean's Landscape to request the work and if they will not donate the work, to approve the expense up to \$500. Mr. Carter seconded the motion and all approved.

Regional Library Report

Ms. Bryant provided a copy of the Buffalo River Regional Library Report to all members. The Board Chair Meeting is scheduled for October 17th and a workshop will be held on October 20th at the Buffalo River Regional Library Office. The workshop will be on Developing a Library of Things presented by Ms. Jennifer Breuer. Ms. Murr plans to attend the workshop. Ms. Bryant also reported the Interlibrary Loan service issues has been resolved.

Friends of the Library Report

The Friends of the Library representative will attend the Library Board meetings on a quarterly basis. They were not in attendance for this meeting.

Old Business

Ms. Murr reported that the Lee System has completed the HVAC repairs. The issues caused the library to close due to the inside temperature reaching 100 degrees. A sensor had failed and the Lee Company repaired and did not charge for the services.

New Business

Ms Murr reported that the shelves holding the graphic novels have collapsed. This collection is a very popular genre and should be in prominent display. Ms. Murr requested the purchase of 4 shelves to get this collection back out on the floor as soon as possible. A quote was provided for 4 shelves from The Library Store for \$2428.82. Ms. Muzzarelli made a motion to complete this purchase and Ms. Delap seconded. All members approved.

The next topic was the Thanksgiving and Christmas Holidays. Ms. Murr recommended the library closing on November 23rd and 24th for Thanksgiving and December 25th and 26th for Christmas. Ms. Delap made a motion to approve and Ms. Muzzarelli gave a second. All members approved.

Ms Murr discussed the issues with the current cleaning service. They haven't provided satisfactory service for quite a while. The contract with Office Pride expires on October 25th. Ms. Murr recommended hiring a cleaning/maintenance person who is an employee of the library. This person would come in 3 times a week for 2.5 hours per day. The pay will be \$11.25/hour. The total including all payroll taxes would be \$4723.54 which is only \$163.15 more than the current contract. This would allow more oversight and assurance the job is completed properly. Mr. Carter made a motion to hire an inhouse cleaner/maintenance employee at \$11.25/hour for 7.5hours/week. Ms. Bradford seconded the motion and all approved.

Finally, Ms. Murr provided a draft of the Public Comment Policy for the board's review. All members had positive comments on the policy contents. Ms. Muzzarelli made a

motion to accept the Public Comment Policy as written and Mr. Keenen seconded. All members approved.

Director's Report

Ms. Murr reported everything has been going very well in the day-to-day operations of the library. In the last month they had 1611 patrons with 933 adult material loans and 744 children material loans.

Normal activities are continuing such as story time conducted on Wednesdays. October events include the costume swap planned for October 17th and on October 19th there is a planned storybook trunk or treat. The Harry Potter Trivia event on October 24th.

Fortunately, the staff has removed the bushes in front of the sign. They had grown unwieldy and covered the message.

Closure

Mr. Blackburn adjourned the meeting at 6:03 p.m. The next board meeting is scheduled for Monday, December 18, 2023 at 5:30 p.m.