

# **Fayetteville-Lincoln County Public Library**

## **Library Board Meeting Minutes**

**March 18, 2024**

### **Library Board Meeting Attendees:**

Mr. Joshua Blackburn, Chair

Ms. Andrea Delap

Ms. Rachel Muzzarelli

Mr. Brian Carter

Ms. Faye Hill

Ms. Audra Bradford

Ms. Meghan Murr, Library Director

Ms. Marion Bryant, Buffalo River Regional Library

### **Call to Order/Welcome**

Mr. Blackburn opened the Library Board meeting at 5:37 p.m. on Monday, March 18, 2024. Ms. Murr requested to add a topic to the agenda under Old Business and everyone agreed.

### **February Meeting Minutes**

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

### **Public Comments**

There were no public comments given at this meeting.

### **Regional Library Report**

Ms. Bryant did not have much to report for the Buffalo River Regional Library over the past few weeks. She did note another Tech grant may be available and recommended we take advantage of this when considering possible computer upgrades. An additional grant could cover interior cabling discussed at the last meeting.

### **Friends of the Library Report**

The Friends of the Library representative was not in attendance for this meeting to provide a report, however, Ms. Murr provided the board with copies of email correspondence between her and Ms. Byrd, the FOL president.

## Old Business

The first item under Old Business was the HVAC repair bids. Ms. Murr provided copies of the quotes from Lee Company and Roscoe Brown Heating & Cooling. These were for Option 1 discussed in the last meeting which would be a stop-gap measure before replacing the entire system. Lee Company had a quote of \$16,766 and Roscoe Brown quoted \$16,500. Ms. Murr recommended that the cost be split between the Operations and Memorial accounts. Mr. Carter asked Ms. Murr her thoughts on Lee Company since she has had to deal with them during all the issues that have arose with the system. It has been somewhat aggravating with so many repairs and when each company came to evaluate and give a quote, she felt Roscoe Brown was more thorough. Mr. Carter made a motion to accept Roscoe Brown's quote of \$16,500 and the payment be split between the Operations and Memorial accounts. Ms. Delap gave a second and all were in favor.

Next was discussion concerning repair of the elevator floor and upstairs ceiling tiles. Clark Company gave a quote of \$1,800 to remove vinyl flooring in the elevator, remove the old glue, install new vinyl flooring, remove and replace approximately 20 damaged ceiling tiles upstairs, clean and haul away all trash. There is a 3 to 4 week lead time for materials and schedule. Ms. Delap made a motion we accept the bid of \$1,800 for repairs by Clark Carpentry and Ms. Muzzarelli seconded. All were in favor.

## New Business

The first topic of new business was the HVAC replacement. As discussed in the last board meeting, the system needs to be replaced. Utilizing the stop-gap measure buys a year or two before a new system is unavoidable. Ms. Murr stated she would like to go ahead and submit request for bids for the HVAC replacement. The request won't have a specific date for replacement but will allow review of anticipated costs. Everyone agreed this was an appropriate action.

The next discussion focused on the Friends of the Library Basement Donation. There have been some misunderstandings pertaining to the amount of the donation, the application of funds and availability of the funds. Ms. Murr walked through the entire timeline of events including providing past meeting minutes and correspondence with the FOL president. The family of the generous donor is aware of the questions and are working with Ms. Murr to ensure the intentions are fulfilled.

The FOL also has handled the Library Book Sale in the past. However, there have been funds in their sale account long enough that some of the checks are no longer valid. The large number of books that had been located in the basement were donated to the new Petersburg Library by FOL. Mr. Carter made a motion that the library take control of the Library Book Sale account and Ms. Hill seconded. All members approved.

## Director's Report

Ms. Murr provided the statistics for February which included 1530 patrons, 1562 materials circulated, and 14 programs conducted with 248 attendees. It has been a good month with all planned activities continuing.

## Closure

Ms. Muzzarelli made a motion to adjourn and Ms. Delap seconded. The meeting adjourned at 6:22 p.m. The next board meeting will on Monday, April 15, 2024 at 5:30 p.m.