

Fayetteville-Lincoln County Public Library

Library Board Meeting Minutes

August 21, 2023

Library Board Meeting Attendees:

Mr. Josh Blackburn, Chairman

Mr. Mike Keenan

Mr. Brian Carter

Ms. Andrea Delap

Mr. Jeff Alder

Ms. Faye Hill

Ms. Audra Bradford

Ms. Marion Bryant, Buffalo River Regional Library Director

Ms. Meghan Murr, Library Director

Call to Order/Welcome

Mr. Blackburn opened the Library Board meeting at 5:32 p.m. on Monday, August 21, 2023. He called to order the meeting and a roll call was completed.

June Meeting Minutes

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

Public Comments

There were no attendees from the public in the August meeting.

Regional Library Report

Ms. Bryant provided our members with a copy of the Buffalo River Regional Library Report for August 2023. She noted the Tri-Regional Trustee Workshop is to be held at the John P. Holt Brentwood Public Library on Tuesday, September 12th from 9:00 a.m to 3:30 p.m. She handed out a flyer for the Workshop that covered the discussions and sessions planned throughout the day. Ms. Bryant also discussed the changes to the Library Service Agreement which include updated Collection Development Policy, reminder that the Library Director's should review all purchases with the Library Board (not necessarily for approval but awareness) and inclusion of a Request for Reconsideration process. Boards have until December 2023 to incorporate these changes into their official policies.

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 HVAC that replaced earlier this year has had some issues and isn't working as expected. It wasn't a full HVAC system that was replaced, but the most problematic systems.

New Business

The HVAC issues were first on the agenda this month. Ms. Murr presented a quote for repairs necessary to get the HVAC system working properly. The primary repairs are the leak on oil share line between the 2 compressors and replacement valves and switches necessary. The quote also includes R22 refrigerant. The total quote from the Lee Company is for \$5,119.00. There was some discussion on other possibilities however the Library already has a service contract with the Lee Company. Additionally, they installed the system and work completed by other providers could invalidate any warranties. Mr. Keenan made a motion to go forward with the repairs with a cost not to exceed \$5500. Mr. Carter seconded the motion and all members approved.

Ms. Murr presented an amended budget based on the actual contributions by the City and the County. The total 2023/2024 Library budget is \$266,202, over \$4000 less than requested. Ms. Murr made small changes to various line items to not only handle the reduction in budget, but also to amend the staff pay scale. The ability to keep Library staff and/or hire new staff has been crippled by the hourly rates. Ms. Murr completed a study of similar regional libraries staff pay and set new rates for the staff to begin on the next pay period, August 31st. The new rates are:

1. Sherie J. : ILL Manager → \$16/hr
2. Deborah C.: Circulation Manager → \$16/hr
3. Ashley W.: Adult Services → \$15/hr
4. Alex B.: Library Services → \$14/hr
5. Dylan: Cataloging → \$14/hr
6. Programming Assistant → \$14/hr

Ms. Murr's salary is \$50,000 with a \$200/month insurance stipend.

Mr. Carter made a motion to accept the 2023/2024 amendments and Ms. Delap seconded. All the board were in favor.

Director's Report

Ms. Murr reported that all was going exceptionally well in the day-to-day operations of the library this summer. She passed out a flyer giving the overview of the summer reading program. For June and July there were over 5,000 visitors to the library with

122 new library cards issued. Almost 6000 items were checked out which was a 43.6% increase over prior months. For the summer reading program there were 341 registered participants logging almost 3000 hours of reading. There were 61 programs offered with 1,111 people attending one or more of these programs or events. All were very excited with these wonderful numbers.

The staff are working on some products like STEM kits available for checkout. Ms. Murr is working with area homeschooling groups for recommendations to support their studies. Next month, the Library plans a blood drive and the Policy committee will be meeting to finalize updates to the policy & procedures and handbook documents. The next committee meeting is tentatively scheduled for September 6th at 5:30 p.m.

Closure

Mr. Blackburn adjourned the meeting at 6:09 p.m. The next board meeting is scheduled for Monday, September 18, 2023 at 5:30 p.m.