

# **Fayetteville-Lincoln County Public Library**

## **Library Board Meeting Minutes**

**December 18, 2023**

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

Ms. Rachel Muzzarelli, Vice Chairman

Ms. Andrea Delap

Mr. Brian Carter

Mr. Mike Keenan

Ms. Faye Hill

Ms. Audra Bradford

Ms. Meghan Murr, Library Director

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

Ms. Muzzarelli opened the Library Board meeting at 5:39p.m. on Monday, December 18, 2023.

### **October Meeting Minutes**

Ms. Murr provided the members with a copy of the October 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 public comments given at this meeting.

### **Regional Library Report**

Ms. Bryant nor Ms. Osborne from the Buffalo River Regional Library Report were able to attend this month's meeting.

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

The Friends of the Library representative was not in attendance for this meeting.

### **Old Business**

Ms. Murr reported that the shelving purchase that was approved in the October meeting has been ordered with expected delivery in April 2024.

### **New Business**

Ms Murr suggested to the board that the genealogy room be dedicated to Mr. Don Wyatt. Mr. Wyatt is a long-time supporter of the library, and the library has received

numerous donations from him. He is one of the larger donators to the library. Mr. Carter made a motion that we dedicate the genealogy room to Mr. Wyatt and call it the Don Wyatt Genealogy Room. Ms. Bradford seconded the motion and all members approved.

The next topic was the New Year's Holiday. Ms. Murr recommended the library closing on December 30<sup>th</sup> through January 2<sup>nd</sup>. Ms. Delap made a motion to approve and Mr. Carter gave a second. All members approved.

Ms Murr provided a quote of \$4,658.25 for a Quiet Meeting and Work Pod to be placed on the 2<sup>nd</sup> floor of the library. She stated the library gets numerous requests for a place to have meetings. These come from local business owners such as lawyers meeting with clients. People would be able to reserve timeslots. The library doesn't have a small meeting area that would be private for use. Ms. Murr reached out to other libraries, and this was the recommendation. The expense would come from the Memorial fund. Mr. Carter made a motion to purchase this pod and Ms. Hill seconded. All were in favor.

Finally, Ms. Murr covered staff benefits and pay. She requested that the staff be paid for the Christmas holiday and Ms. Delap made a motion to pay the staff for Christmas. Mr. Carter gave a second and all approved. She also asked to give the staff \$250 each for a bonus. Since a programming assistant hasn't been hired at this point, there are extra funds to cover these bonuses. Ms. Delap made a motion to pay these bonuses to the staff and Ms. Hill seconded. All members approved. Ms. Murr also presented a draft policy for giving part time staff leave benefits. Currently part time staff do not receive any paid time off or sick leave. Everyone discussed the plan with recommendations given to consider. A second draft plan will be presented at the next board meeting.

### Director's Report

Ms. Murr statistics for the day-to-day operations of the library including the number of patrons, adult/children material loans and event attendance for the past month. The library had approximately 200 people for the Host of Christmas Past.

She also reported there is a new hire, Mr. Travis Currin who is responsible for cleaning the library. The initial hire for this position did not work out, but Mr. Currin has worked out so far.

### Closure

Ms. Bradford made a motion to adjourn and Mr. Keenan seconded. The meeting adjourned at 6:02 p.m. The next board meeting is scheduled for Monday, February 19, 2024 at 5:30 p.m.