

CONWAY PUBLIC LIBRARY
BOARD OF TRUSTEES
15 GREENWOOD AVENUE
Library Meeting Room
December 13th, 2023
4:30 PM
Minutes

Attendees: Kathy Bennett, Andrea Libby, James Cousins, Julie Laracy , Jeanne Wright

Staff: Jeff Beavers, David Smolen

1. Meeting Called to Order. 4:31pm

2. Public Comment. No Public Comment noted.

3. Consideration of Meeting Minutes. November 8th and 15th, 2023. James made a motion to accept; Jeanne seconded.

All in Favor: AYE (6:0)

4. Acceptance of Unanticipated Revenue. November 8th, 2023 – December 12th, 2023

James made a motion to accept.

Andrea Seconded.

All in Favor: AYE (6:0)

5. Reports

a. Treasurer - Jason presented the Treasurer's report.

Motion to accept: James

Seconded: Jeanne

All in Favor: AYE (6:0)

b. Director - David presented the Director's report. It was noted it was his final report and that Jeff will make the next report out as interim director. Exit interview for January 8 requested - James to confirm.

Motion to accept director's report - James

Seconded - Julie

c. Friends - David presented an update on the Friends. Jodie Eastwood is joining Friends. She runs our book group. She is the librarian at Kennett. Jeff to talk to Friends about Odyssey of the Mind.

6. New Business. 2024 Trustee Budget Review

David presented the draft of the Trustee budget.

Motion to accept the budget: Kathy

Seconded: Andrea

All in Favor. All in Favor: AYE (6:0)

7. New Business. Bookmobile Discussion - James and Jeanne agreed to attend Bookmobile meeting on Tues. Jan. 2 at 6pm. David to confirm location of meeting.

Motion made for the BOT to provide a letter of support for the concept of the Bookmobile as presented at tonight's meeting titled "Bookmobile Program Summary" and budget. Motion by Kathy.

Jeanne seconded the motion.

All in Favor: AYE (6:0)

8. New Business: Library Hours the week of December 25th

Dec. 26-28 library closing at 5pm instead of 8pm

Board is supportive of the director's recommendation on this schedule and delegate the responsibility to him to do so.

9. Board Member Issues.

Andrea asked about switchover of financial accounts, credit cards, etc. David reported he is working on resolving it before he leaves. Andrea asked about password coordination; she wants to go through this with Jeff and David. They will coordinate a time to do so. Andrea wants to implement a password locker that the board (or second contact) and director would have access, and using TFA wherever we can.

Jan. 4 farewell party for David - Kathy to send release; also run ad Jan. 3 and 4 and ensure it lists in the calendar in the Sun.

Jeanne brought up issue of pothole in parking lot. David will email Andrea tomorrow about patching it.

James Cousins brought up break room for the staff; known concern about visible damage and need for repair. David is calling RWN to block water. Would also need to address remediation of any mold that needs to be cleaned up.

10. Non Public Session as Per 91-A:3 – Personnel Matter

Roll to enter Non-public Session:

Julie - Yes

Jeanne - Yes

James - Yes

Kathy - Yes

Andrea - Yes

Jason - Yes

Entering Non Public as of 5:44pm

Entering Public as of 6:04pm

Meeting Adjourned 6:04pm

11. Adjourn.