

Minutes of the Board of Trustees  
William F. Laman Public Library  
Via Zoom  
April 12, 2021 @ 10:30 AM

The Board met via Zoom at 10:30 a.m. Ms. McLean called the meeting to order at 10:30 a.m. Those present were Ms. Crystal Gates, Executive Director; Ms. Valerie McLean, President; Ms. Joyce Brewer; Ms. Esther Crawford; Ms. Kim Drake; Ms. Vicki Matthews; and Mr. Sonny Rhodes. Mr. Baxter was absent. Also present: Ms. Stacy Purdy, Ms. Shannan Hicks, Ms. Robin Campbell, and Mr. Richard Theilig. Motion Ms. Brewer, second Mr. Rhodes to approve the absence of Mr. Baxter. Motion carried unanimously. There were no public comments.

Motion Mr. Rhodes, second Ms. Drake to approve the Minutes of March 8, 2021. Motion carried unanimously.

Ms. Gates reviewed the current financials. The Hamilton funds are in a CD earning 0.20% interest. The CD is for twelve months. Ms. Gates will update the report to include a spreadsheet showing month-to-month total expenses and revenues. Motion Ms. Crawford, second Mr. Rhodes to approve the Financial Report as presented. Motion carried unanimously.

All present reviewed the Statistical Report, which has been updated to a new format with more information. Ms. McLean requested a more detailed breakdown of circulation if the software has the option. Motion Ms. Brewer, second Ms. Crawford to approve the Statistical Report as presented. Motion carried unanimously.

Ms. Gates reviewed the Director's report, including her PTO balance and recent meetings. Ms. Gates has been appointed to the ALA Chapter Relations Committee for 2021-2023. Ms. Gates provided a plaza update, including trees being considered for removal by the Parks Department and a grant application by Parks to have an inclusive playground installed, together with a proposed story walk, outdoor music garden, and outdoor classroom space. Argenta Branch plans to participate in 3<sup>rd</sup> Friday Art Walk, which is being re-branded by the Argenta Downtown Council. Until in-person galleries are ready to open, participation may be limited to working with musicians and promoting on the library's website and social media platforms. New databases have been added including iVox, Heritage Hub, and Black Life in America. Plans to re-open by appointment only are in progress. Argenta Branch will re-open first, and then Main will follow. Based on data, Ms. Gates anticipates that the next phase of re-opening will move quickly. Ms. Gates reviewed the interviews in progress and recent personnel changes. She then reviewed plans to update the dress policy for staffing, including a re-branding with library-logo shirts similar to other city department offices, with the library providing two shirts to start the change and staff having the option to purchase additional shirts. Quotes have been received, and local companies offer the best pricing.

The next regular meeting is scheduled for Monday, May 10, 2021, at 10:30 a.m.

Under board member comments, Ms. Brewer and Ms. Drake discussed community desire for the buildings to re-open to the public. Ms. Matthews asked about the parking at Argenta and

suggested that the Board meet at the Argenta Branch for the May meeting so that all could look over the parking and curb areas and discuss ideas for getting that area finished.

With no further business to discuss, motion Mr. Rhodes, second Ms. Brewer to adjourn. Motion carried unanimously.

Crystal Gates, Secretary