

Minutes of the Board of Trustees  
North Little Rock Public Library System  
Rescheduled Meeting  
Tuesday, November 29, 2022 @ 5:30 PM

The Board met at 5:30 p.m. in Room 126 of Laman Library. Zoom access was also provided. Ms. McLean called the meeting to order at 5:30 p.m. Those present were Ms. Crystal Gates, Executive Director; Ms. Valerie McLean, President; Mr. Charley Baxter, Ms. Esther Crawford; Ms. Kim Drake, Ms. Katie Phippin, and Mr. Sonny Rhodes. Also present: Mr. Richard Theilig, Ms. Stacy Purdy, Ms. Shannan Hicks, and Ms. Robin Campbell. There were no public comments.

Ms. Crawford, second Mr. Rhodes to approve the Minutes of October 17, 2022. Motion carried unanimously.

Ms. Gates reviewed the Financial Report. Motion Ms. Drake, second Mr. Rhodes to approve the Financial Report. Motion carried unanimously.

Ms. Gates presented the Statistical Report. Ms. Drake requested statistics comparing 2019 and 2022. Motion Ms. Drake, second Ms. Phippin to approve the Statistical Report. Motion carried unanimously.

Ms. Gates reviewed the Director's Report, including her PTO and recent meeting schedule. She highlighted an upcoming meeting with an Easter Seals representative to discuss library internships.

In a Security System Update, Ms. Gates recommended requesting proposals for searchable, digital cameras

In the Millage Update, Ms. Gates detailed her meeting with John Chrastka, founder of EveryLibrary, who outlined various roles in the process.

Motion Ms. Drake, second Ms. Phippin to enter Executive Session for the purpose of discussing personnel evaluations, salaries, and benefits. The motion passed unanimously. Motion Ms. Drake, second Mr. Baxter to exit executive session. Motion carried unanimously.

Ms. Gates presented the proposed Amended 2022 Budget. Motion Ms. Drake, second Mr. Baxter to approve the Amended 2022 Budgets. Motion carried unanimously.

Motion Ms. Drake, second Ms. Crawford to enter Executive Session for the purpose of discussing the director's evaluation, personnel evaluations, salaries, and benefits. The motion passed unanimously. Motion Ms. Drake, second Mr. Baxter to exit executive session. Motion carried unanimously.

Motion Mr. Baxter, second Mr. Rhodes to approve a three percent (3%) cost of living adjustment for all employees and a one-time merit-based incentive pay, funded by the Service Account, of \$500.00 for full-time employees and \$250.00 for part-time employees. Salary adjustments and merit pay will be provided beginning with the next payroll run. Motion carried unanimously. Motion Mr. Baxter, second Mr. Rhodes to approve employee benefits as presented, with health insurance provided by United Health Care, vision insurance by VSP, and dental insurance by Delta Dental. Both the health insurance and dental insurance saw reductions in premiums, and the premium for vision insurance stayed the same. Motion carried unanimously.

Motion Mr. Rhodes, second Mr. Baxter to approve the 2023 Budgets. Motion carried unanimously.

Motion Ms. Drake, second Ms. Phippin to approve the updated Collection Development Policy and updated Request for Reconsideration of Materials. Motion carried unanimously.

Under board member comments, all present expressed thanks to management and staff for a wonderful year.

The next regular meeting will be Monday, December 19, 2022, @ 5:30 PM.

With no further business to discuss, motion Ms. Drake, second Ms. Phippin to adjourn. Motion carried unanimously.

Crystal Gates, Secretary