

Minutes of the Board of Trustees
North Little Rock Public Library
Regular Meeting
Monday, November 18, 2024 @ 5:30 PM

The Board met in Laman Library's Room 126 with Zoom access provided. Mr. Sonny Rhodes called the meeting to order at 5:30 p.m. Those present were Ms. Crystal Gates, Executive Director; Mr. Sonny Rhodes, President; Mr. Charley Baxter; Ms. Esther Crawford, Ms. Kim Drake, Ms. Jenny Heard, and Ms. Katie Phippin. Ms. Joyce Brewer joined a moment later. Also present: Mr. Richard Theilig, Ms. Robin Campbell, Ms. Stacy Purdy, Ms. Lacy Wolfe, Ms. Kristina Gulley, Mr. Kevin Donn, and Ms. Natasha Donn. Mr. Adam Branscum and Ms. Susie Kirk joined remotely.

During Public Comments, Ms. Gulley shared concerns about her parking at Argenta Library and Mr. Donn introduced himself and his wife as community members looking for ways to get involved.

Motion Ms. Drake, second Ms. Heard to approve the Minutes of September 16, 2024. Motion carried unanimously.

After a review of the Financial Report by Ms. Gates, motion Ms. Crawford, second Ms. Phippin to approve the Financial Report. Motion carried unanimously.

Mr. Theilig reviewed the Statistical Report. Motion Ms. Drake, second Ms. Heard to approve the Statistical Report. Motion carried unanimously.

Ms. Gates reviewed the Executive Summary Report, including her PTO, recent meeting schedule, upcoming events, and planned conference attendance. Ms. Campbell highlighted Garver Gives donating a children's light table and magnetic building toys. Ms. Purdy reviewed the largest expenses since the last meeting. Ms. Wolfe shared professional development and outreach efforts, community initiatives, internal development and operations efforts, and programming coming up in 2025.

Motion Ms. Drake, second Ms. Heard to enter Executive Session to discuss personnel evaluations. Motion carried unanimously. Motion Ms. Drake, second Mr. Baxter to exit Executive Session with no action taken. Motion carried unanimously.

After a review of the 2024 Amended Budget by Ms. Gates, motion Mr. Baxter, second Ms. Crawford to accept the 2024 Amended Budget. Motion carried unanimously.

Ms. Gates recommended a 2025 Benefits Package. Motion Ms. Crawford, second Ms. Heard to implement a 1.5% longevity increase added to wage & salary policy in recognition for employees who have completed a minimum of 12 months of continuous employment and a one-time payment of 1/26th of annual salary in appreciation for all the good work of 2024. Motion carried unanimously.

Motion Mr. Baxter, second Ms. Crawford to accept the 2025 Budget as presented. Motion carried unanimously.

Motion Mr. Baxter, second Ms. Drake to nominate officers as is with Mr. Rhodes serving as President and Ms. Phippin as Vice President.

In 2025, meetings will be held the third Monday of odd months, except on May 19, which will be moved to May 12.

Ms. Gates presented updated policies, including Behavior Policy Non-Compliance, Patron Behavior Code of Conduct, Unattended or Disruptive Children, and Suspension of Privileges Health & Safety Reasons. Motion Ms. Heard, second Ms. Phippin to approve the updated policies. Motion carried unanimously.

Ms. Gates announced upcoming events, including Third Friday Art Walk on December 20; the Staff Award Dinner December 7; Crooked Rails Model Trains Program at Laman Library December 13 and 14, and Staff Training March 31 – April 1.

Ms. Phippin commented that Argenta Library has become very busy on Fridays. Mr. Rhodes said library staff members are doing phenomenal work. Ms. Heard mentioned how much she enjoys the Sunshine Newsletter. Mr. Baxter expressed an interest in seeing Innovation Hub and Library finances separately. Ms. Crawford is looking forward to seeing more about the Hub once the transition is complete.

The next regular meeting is set for January 20, 2025.

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

Crystal Gates, Secretary