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

The Board met in Laman Library's Room 126 with Zoom access provided. Ms. Esther Crawford called the meeting to order at 5:30 p.m. Those present were Ms. Crystal Gates, Executive Director; Ms. Crawford, Vice President, Mr. Charley Baxter; Ms. Kim Drake, Ms. Jenny Heard, and Mr. Sonny Rhodes. Those absent were Ms. Katie Phippin and Ms. Joyce Brewer, who arrived a few minutes later. Motion Ms. Drake, second Mr. Baxter to excuse the absences. The motion passed unanimously. Also present: Mr. Richard Theilig and Ms. Stacy Purdy. Mr. Adam Branscum and Ms. Susie Kirk joined remotely.

Motion Mr. Baxter, second Ms. Drake to approve the Minutes of November 20, 2023. Motion carried unanimously.

As moved by the Nominating Committee, seconded by Mr. Baxter, Officer Elections were held, with Mr. Rhodes elected President and Ms. Phippin Vice President. Mr. Rhodes thanked everyone for the confidence shown in him. Ms. Heard was introduced as a new member.

Ms. Gates gave an overview of the Financial Report, including increased usage after replacing computer equipment to meet community needs. Motion Ms. Crawford, second Ms. Drake to approve the Financial Report. Motion carried unanimously.

Mr. Theilig reviewed the Statistical Report, including increased attendance at recent events. Ms. Drake asked about Rover statistics and definitions. She requested increased advertising for the Tumblebooks database and volunteered to distribute a handout highlighting the service. Motion Ms. Drake, second Ms. Crawford to approve the Statistical Report. Motion carried unanimously.

Ms. Gates reviewed the Director's Report, including her PTO, recent meeting schedule, upcoming events, and planned conference attendance. She provided an update on building maintenance, roofing, and plumbing needs. Mr. Theilig reiterated solar eclipse advice ahead of next month's total solar eclipse.

Motion Ms. Brewer, second Ms. Drake to enter executive session to discuss personnel matters. Motion carried unanimously. Motion Ms. Brewer, second Ms. Drake to exit executive session with no action taken. Motion carried unanimously.

Motion Ms. Crawford, second Ms. Brewer to approve The Loft and Meeting Spaces policies, after updating Item 2 for meeting room cancellation to read: Cancellations must be requested *in writing* 48 hours prior to the reservation date to receive a refund. Motion carried unanimously.

During Board Member Comments, the summer theme "Adventure @ your Library" was announced. The task of meeting needs for the unsheltered community and continuation of the feeding programs throughout the summer were discussed. Mr. Rhodes thanked staff members for the hard job they do.

The next regular meeting is set for May 20, 2024.

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

Crystal Gates, Secretary