

The Rogers Public Library Commission met in a regular session in the Glotzbecker Conference Room at the Rogers Public Library, Tuesday, February 16, 2021.

MEMBERS PRESENT:

Richard Bland, Steve Hardin, Cindy Holmer, Caroline Smith, Giuliana Tartarini-Fields, & Judy Tobler.

STAFF:

Judy Casey, Library Director
Hannah Norris Milligan, Assistant Director
Tatiana Morales, Multicultural Librarian
Jennifer Moore, COR Records Administrator
Jessica Rush, City Clerk

FRIENDS REPRESENTATIVE:

None present

FOUNDATION REPRESENTATIVE:

None present

CITY COUNCIL REPRESENTATIVE:

None present

PRESS:

None present

CALL TO ORDER:

The meeting was called to order at 6:30 pm.

VIRTUAL PUBLIC FORUM:

None present.

DISCLAIMER STATEMENT

Read by Judy Casey.

OATH OF OFFICE

Read by City Clerk Jessica Rush. The following Library Board of Trustees members sworn in were Richard Bland, Steve Hardin, and Judy Tobler. Cindy Holmer, Caroline Smith, and Brice Wagner will be sworn in at a later point in time due to technical difficulties.

INTRODUCTION OF TATIANA MORALES, MULTICULTURAL LIBRARIAN by Judy Casey

Tatiana worked with Head Start and Montessori school. She moved here from California. Tatiana has done a wonderful job getting on board with RPL.

RPL FOUNDATION REPORT

Judy Casey reported:

- Foundation will meet next week.
- Supporting Tutor.com again this year.
- We Write author event was Saturday, February 6th. Over 100 attendees. Judy Casey attended the audio sessions.
- Executive Director Brenda Majors has been working off-site and is allowing Multicultural Librarian Tatiana Morales use her office. We are grateful.
- They are going to try to have some type of cooking fund-raising event.

RPL FRIENDS REPORT

Judy Casey reported:

- Annual meeting was last month.
- Jo Boucher retired as the Friendly Bookstore Manager after 20+ years. Melanie Botts former President will be the new Bookstore Manager. Joe Harner is the new President. Jo will stay on to transition to Melanie.
- Friends approved to pay for Lynda.com again this year.

SECRETARY'S REPORT

Motion by Steve Hardin: The minutes of the last meeting, January 19, 2021, are to be approved as submitted.

Second by Richard Bland.

Approved unanimously. Minutes adopted.

FINANCIAL REPORTS ending January 31, 2021

See packets for:

- Revenue Report.
- Balance Sheet.
- City Printouts.

DEPARTMENTAL REPORTS

- The Board discussed the Circulation Comparison report particularly the massive differences from this year (COVID-19 and closure) versus last year being completely open.
 - Giuliana Tartarini-Fields expressed concern that we might be losing adults.
 - Judy Casey explained this report is for people who physically come inside RPL. We are promoting curbside to give incentives for it. New virtual programming that highlights parts of the collection. People are still cautious about coming into the library. We need to open more hours, which is being re-evaluated since about three months ago. Judy explained in detail all of the ins and outs of taking temperatures and traffic restrictions.
 - Giuliana Tartarini-Fields asked what we are doing to count how we're working

with the schools and particularly with ESL.

- She inquired about her library card renewal and asked how she could pay to renew without coming into the library.
- o Judy Casey explained that we continue to work with the patron renewals by requesting that they mail in a check. This option has worked well for most patrons. We are trying to work out online payments.
 - Schools are using Tutor.com and other of our databases. We have contacted the Public Relations of the Rogers Public Schools and are working to get the word out.
 - The inclusion grant (i.e., Multicultural Librarian's role) shared several suggestions. This takes longer than we all want, but we're getting there. Tatiana is building relations and creating an extended list of ESOL with the schools to get general information out. Also working with the Chambers of Commerce.
 - Promoting on YouTube and other social media too.
- o Giuliana Tartarini-Fields asked what we can do for the virtual programs that may not be as successful as others. Do we replace them with other items that the schools might need?
- o Judy Casey explained that our departments, particularly Children's, is continually reviewing and modifying as they see needed. She reminded that it takes time to get the word out.
- Departmental Programming reports. We are following the basic guidelines for Facebook Live, etc. per the Arkansas State Library. We can only count the number of "hits" (i.e., opening to view), but have no way to know how many people are actually watching on that one viewing.

DIRECTOR'S REPORT

Judy Casey reported:

- Giuliana Tartarini-Fields asked about Hannah's report on page 22. She has great training listed. Do we offer any training for patrons on diversity and inclusion? Could we do a series on this topic? For example February is Black History month.
 - o Judy Casey replied that we do try to celebrate as the events come up such as Black History month. We are working to improve Adult Programming in these areas. We missed the Chinese New Year.
 - o Hannah Norris Milligan has delegated to her staff (Reference) to come up with programs and focus on diversity and other highlights for the month. She asked Giuliana if she was referring to her report on this month is Black History month and random acts of kindness week. She wanted to implement this last year, but COVID-19 happened. She's looking forward to developing new programs for each month.
 - o Giuliana Tartarini-Fields offered her assistance from her current work experience.
 - o Judy Casey added that technology has been requested more and are looking for the basics.
 - o Tatiana Morales reached out last Friday to a resource person that Giuliana Tartarini-Fields suggested tonight and is in the process of working with that person.

OLD BUSINESS

- None

NEW BUSINESS

Board of Trustees Bylaws by Judy Casey

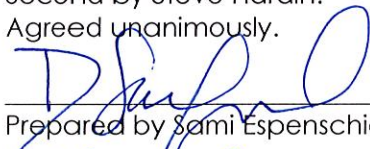
- Judy Casey requested particularly Steve Hardin (lawyer) to review for discussion over the next 3-4 months.
- She wants the Board to review and see if any changes need made to the bylaws. They have not been revised since 2008. At the very least, some items need reworded.
- Judy Casey will send out information on State Code for public libraries.
- RPL Bylaws were approved by City Attorney and are on file at the Arkansas State Library as requested by State Code (2008).
- Steve Hardin asked if we have an actual Trust document.
- Judy Casey replied that we do not aside from the Bylaws.
- Steve Hardin explained that normally you need some type of actual document that creates that trust.
- Judy Casey is not certain that is required due to the way it is written and asked that Steve Hardin please review that section in particular. Scott Greer helped go through this. In 2008, the Arkansas State Library was okay with our Bylaws.

ADJOURNMENT

Motion by Judy Tobler to adjourn the meeting at 7:50p.m.

Second by Steve Hardin.

Agreed unanimously.


Prepared by Sami Espenschied

Date

March 9, 2021


Approved

Date

6/18/21