

MINUTES

The **Rogers Library Board of Trustees** met for a regular session 711 S. Dixieland Rd / Rogers, AR 72758

Glutzbecker Conference Room on April 18, 2023 at 6:30 PM. The meeting was called to order by .

ROLL CALL:

1. Roll Call

Board Trustees Present: Richard Bland, Judy Tobler, Brice Wagner, Caroline Smith, Debbie Woehr

Board Trustees Not Present: Stephen Hardin, Cindy Holmer

RPL Staff Present: Sami Espenschied, Hannah Norris Milligan, Joy Poynor

City Staff Present: Bailey Crossett

PUBLIC FORUM:

None.

SECRETARY'S REPORT:

1. Approve March 21, 2023 Board Minutes

Motion by Caroline Smith to approve the March 21, 2023 minutes.

Second by Judy Tobler.

Approved unanimously.

FOUNDATION BOARD:

Reported by Hannah Norris Milligan.

- No Quorum. Judy Tobler attended the Zoom meeting, but they did not have a quorum.
- Library Giving Day. They will be using some of the funds raised to fund our 3D printer supplies.
- Trust Acknowledged. RPL has been named in a trust. We do not have the specifics at this time.
 - City Attorney Bailey Crossett noted that RPL was listed second on the percentage breakout on the trust.
- Brice Wagner noted that he is the Board Trustee member to attend their next meeting.

FRIENDS OF THE LIBRARY:

Reported by Hannah Norris Milligan.

- They discussed possibly moving funds (investments) but did not.
- Friendly Bookstore sales are not where they want them.
- They are holding great programs such as storytime and reading programs.

- They were part of the NWA Bookfest.
- Upcoming on 5/22: Book Fair with RPL held at Ozark Brewing Company on Arkansas Street.
- Joy Poynor added they discussed lots of financials.
- Hannah Norris Milligan reminded The Friendly Bookstore has gift certificates.
- Joy Poynor reminded they also have a *collectibles* section in the store and online in their eBay store.
- Bailey Crosett noted they have a Junior League book that would make a great gift.

FINANCIAL REPORTS:

- Brice Wagner noted that we received some Property Tax income.
- Judy Tobler was surprised at the income from Prints and Copies.
 - Hannah Norris Milligan noted that we do not make money off of prints/copies.
 - Debbie Woehr stated that it's a service for our patrons.

DEPARTMENTAL REPORTS:

Reported by Hannah Norris Milligan.

- Assistant Director Joy Poynor held a SRC (Summer Reading Club) meeting. Joy Poynor reported:
 - The theme is "All Together Now", which means something different to everyone.
 - Adults will be celebrating that we're all in this community together and have programs, videos, and craft bags like last summer.
 - We will work with City Public Relations Manager Peter Masonis to make videos that will show viewers behind the scenes of various City departments such as the Animal Shelter.
 - We will have a giant crossword puzzle, a giant coloring page, and maybe a magnetic poetry board for patrons to do (together as a community).
 - Additionally, we will have patrons make origami butterflies for our butterfly wall.
 - Children's is all set up.
 - Young Adults (Teens) are still working on parts of their SRC.
- April 29 - Día -A cultural celebration (<https://rogersar.libcal.com/event/10582726>)
 - Potentially having a Marshallese dance group and another dance group from Dance with Me Studio.
 - Hispanic Advisory Committee Member Maria Romero and her children may be reading a story.
 - Shiloh Museum of Ozark History is bringing some activities and some archives for children and adults.
 - Hispanic Advisory Committee Member Jessica Sanchez will be face painting.
 - Angela Carbajal will be making animal balloons.
 - Circle of Life will be involved.
 - The Northwest Audio Theatre will be presenting a live, old-time radio show.

- Arkansas Learning Center and others.
- Brice Wagner asked about *Meet the Authors* (p. 21).
 - Joy Poynor replied that it's usually local author(s).

DIRECTOR'S REPORT:

Reported by Hannah Norris Milligan.

- Completed the annual report for FY 2022. Started in January 2023. (Handout of report given.)
 - The Board loves Marketing Specialist Samantha Smith's work (annual report formatting and photos).
 - We will send out digital copies (link to) in our monthly eNewsletter and make hardcopies for the public.
 - Judy Tobler and Brice Wagner suggested placing the hardcopies in additional hot spots such as City Hall.
- Spoke to the Friend of RPL Board about moving our kiosk from the RAC (Rogers Activity Center) to RPL and get it back up and running. The kiosk still works, but is not under a maintenance contract.
 - Brice Wagner supports this project.
- The digital signage project has had a few set backs with electrical wiring, but we hope to have it up and available soon.
- Strategic Plan needs revised. Hannah will email a survey to the Board of Trustees, the Foundation, the Friends, and the Hispanic Board.
- Policy updates
 - Reconsideration Policy is being revised.
 - Bailey Crossett noted that the next Legal meeting is 5/12/23.
 - Hannah reminded that we must adhere to the law. The Board can approve; but, we have to follow the law.
- Staff changes
 - Linda Jefferson moved laterally as a 24HR Library Assistant II from Circulation to Reference.
 - Besty Nichols moved laterally as a 29HR Library Assistant II from Young Adults (Teens) to Children's.
 - Michelle Hiatt hired on from being a volunteer in Circulation to replacing Linda Jefferson as a 24HR Library Assistant II.
 - Therefore, our only vacancy is the 29HR Library Assistant II from Young Adults (Teens) which we will begin interviews next week.

OLD BUSINESS:

NEW BUSINESS:

ADJOURN:

1. Vote to adjourn meeting.
Motion by Judy Tobler to adjourn.
Second by Richard Bland.
Unanimous to adjourn.

ATTEST:

Carolyn D. Brown
Secretary

APPROVED:

Bruce A. Wagner
Chairman