

MINUTES

The **Rogers Library Board of Trustees** met for a regular session 711 S. Dixieland Rd / Rogers AR Glotzbecker Conference Room on June 20, 2023 at 6:30 PM. The meeting was called to order by .

ROLL CALL:

1. Roll Call

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

Board Not Present: Cindy Holmer

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

City Not Present: Bailey Crossett

PUBLIC FORUM:

None.

SECRETARY'S REPORT:

1. Approve minutes from the April 18, 2023 meeting.

No meeting in May 2023.

Motion by Richard Bland to approve the April 18, 2023 minutes.

Seconded by Judy Tobler.

Voice Vote:

Yes: Richard Bland, Stephen Hardin, Caroline Smith, Judy Tobler, Brice Wagner, Debbie Woehr

No: None

Abstain: None

Motion Approved.

FOUNDATION BOARD:

Reported by Richard Bland.

- They didn't have a quorum.
- Abuelo's fundraiser on June 13, 2023. Mention RPLF and 20% of meal goes to RPLF.
- Top Chef event on Friday, October 27, 2023 at Metro Appliances.
 - Hannah Norris Milligan added that the Cherokee Casino will be participating with food and bar this year.

Reported by Hannah Norris Milligan:

- We Write For You event. The Tea Rose Foundation hosted its 4th year annual Black author talk

at RPL on February 11, 2023. (<https://tearosefoundation.akapao.com/wewriteforyou>)

- There were about 300 attendees at the February 2023 event.
- They are preparing for their 5th annual event.
- They hope to get a famous Black children's book reader for the next event.
- The Foundation approved a grant at their last meeting for the 2024 We Write For You program.

FRIENDS OF THE LIBRARY:

Reported by Joy Poynor.

- Their financial consultant, Edward Jones, presented reports and discussed diversifying their portfolio.
- Closed Mondays this summer. It was noted that a lot of downtown vendors are closed on Mondays.
 - They will evaluate again this Fall to consider being open on Mondays.

FINANCIAL REPORTS:

Reported by Hannah Norris Milligan.

- We are right on target for spending.
 - Note that the Book Fund account contains databases and other electronic use expenses.
 - Natural Gas is back on track.
- Judy Tobler asked if Hannah has noticed more attendance for Summer Reading.
 - Hannah Norris Milligan replied that she has and is glad to see the attendance, especially considering the Black Hills natural gas pipeline project on Dixieland (Rd.) that currently has Pine Street blocked from vehicle entry.

DEPARTMENTAL REPORTS:

Reported by Hannah Norris Milligan.

- Brice Wagner was happy to see the Adult New (library) Cards was at 161.
- Hannah explained other library card types:
 - Reciprocal Cards are offered at \$5.00 (instead of \$15.00) for patrons who present a valid Springdale Public Library card.
 - Exchange Cards are a free replacement card. For example, a patron loses their wallet or it was stolen. We do not charge them the \$2.00 replacement fee.

DIRECTOR'S REPORT:

Reported by Hannah Norris Milligan.

- Brice Wagner is glad to see positive patron comments (p. 55).
- Hannah said a thank you and good job to Assistant Director Joy Poynor for all of the SRC (Summer Reading Club) videos.
 - SRC 2023 Theme is "All Together Now".
 - Joy Poynor reported that she and fellow employees are working with all other City of Rogers' departments to create informational videos of each of those departments. Thus far, they have created videos for:
 - The RAC (Rogers Activity Center)
 - The Rogers Historical Museum
 - RPD (Rogers Police Department)
 - RFD (Rogers Fire Department)
 - These videos can be found on the following social media outlets: Facebook, Instagram, and YouTube.
 - This has been creating goodwill with our fellow departments.
- Kiosk (Remote book check out system).
 - We are having a vendor come to the RAC to determine the status of our kiosk system and make sure it's compatible with our ILS (integrated library system, Atrium).
 - If the kiosk still works and is compatible, then Hannah would like to move it to in front of RPL. She noted that it would've been an asset to have at RPL during COVID.
- Community Garden.
 - We received a physical donation of about 1,400 seed packets from Baker Creek Heirloom Seeds (in Mansfield, MO).
 - Each seed packet's retail value is between \$3-\$4.
 - Hannah wants to get this project started soon.
- 3D Printers.
 - A volunteer has been able to get our two 3D printers back up and working properly.
 - We have received a grant from RPLF (Foundation) to fund the purchase of parts and supplies needed.
 - This volunteer will train staff to use the printers for public programs.
- Room Door Tablets (iPads).
 - Our current room reservation software by Springshare, LibCal, has a new app coming soon for tablets.
 - The new app will allow our patrons to make their room reservations on the iPads located at each study room, the Glotzbecker Conference Room, and the Community Room.
- Bloodmobile Coming.
 - The Bloodmobile from Community Blood Center of the Ozarks will be in the RPL parking lot on Friday, June 30 from 10am-3pm.
 - They request participants to make an appointment by either calling (417) 227-5006 or go online at: <https://www.cbco.org/donate-blood/>
 - Steve Hardin asked if there is a promotion for this event.
 - Hannah Norris Milligan stated that they will be giving away free Naturals (baseball) t-shirts to the first people who donate.
- Silver Soiree by Phi Alpha Omega.

- On Saturday, May 20, 2023, at the Phi Alpha Omega Silver Soiree (25th anniversary), The Tea Rose Foundation presented Joy Poynor, in Hannah Norris Milligan's absence, with a \$500.00 donation check for RPL as a thank you for fostering literacy for children in the community and RPL's partnership in this endeavor.
- Joy Poynor spoke briefly at this event.
- Staff Updates.
 - A lateral transfer from YA (Young Adults/Teens) to Children's left a vacancy in YA.
 - The YA vacancy has been filled.
 - A few people have left due to unforeseen personal reasons and/or moving away from this area.
 - The current remaining openings are:
 - Library Assistant II - 24HR/WK in Children's
 - Library Assistant II - 25HR/WK in Circulation

OLD BUSINESS:

None.

NEW BUSINESS:

1. Review and approve Strategic Plan Survey Questions

Reported by Hannah Norris Milligan.

- Hannah Norris Milligan handed out the former RPL Strategic Plan and survey questions to each Board Trustee.
- Hannah noted that Assistant Director Joy Poynor and Children's Director Kristin Jones assisted Hannah by reviewing her survey and making revision suggestions.
- The survey will be distributed electronically via Mailchimp to approximately 4,000 patrons who opted in to receive our monthly eNewsletters. Hannah noted that we may not receive responses from everyone who receives the survey.
- Board Trustees and members of the Hispanic Advisory Committee will have the surveys emailed directly to each of them.
- Print surveys will also be made available. Both formats will be offered in English and in Spanish.
- Additionally, fat quarters (paper slips) with a QR code will be handed out in SRC programs.
- Hannah Norris Milligan requested the Board's input and approval of the survey as she would bring back her recommendations for the new strategic plan at the next meeting.
- The Board reviewed the survey questions.
 - Someone noticed that we offer fishing poles to borrow.
 - Hannah explained that the Arkansas Game & Fish Commission provided us with the fishing poles.
 - Brice Wagner noted that Game & Fish also stock area ponds with trout, such as the pond next to the Springdale Public Library, Centerton, and Lake Atalanta in Rogers.

- Sami Espenschied noted that this is a great example of how people taking the survey are not only giving us input, but also learning about what we do offer. Hannah agreed.
- Board President Brice Wagner stated that he did not believe this needed to be voted on officially as it is informational. However, since Hannah requested their input, they verbally each stated "agreed".

ADJOURN:

1. Adjourn meeting.
Motion by Caroline Smith to adjourn.
Seconded by Richard Bland.

Voice Vote:

Yes: Richard Bland, Stephen Hardin, Caroline Smith, Judy Tobler, Brice Wagner, Debbie Woehr

No: None

Abstain: None

Motion passed to adjourn.

ATTEST:

Secretary

APPROVED:

Chairman