

Franklin County Library Board Mtg.  
December 15, 2020, 6:00 p.m.  
Ozark Library

Present: Board members Rick Bradford (via Zoom), Milanie Matthews, Casey White, J. J. Chronister, Linda Halmes; Ozark Librarian Diedre Fears; Charleston Acting Librarian Hannah Hobbs; and Regional Librarian Misty Hawkins (via Zoom). Special guests were library assistants Sandra Wilson and Jenny Spray from Charleston and Debbie Spears, Teresa Vasquez & Brianna Lamb from Ozark.

A holiday meal was enjoyed by all before the meeting convened. Thanks to Rick for his suggestion of the meal and inviting all staff to attend and to Diedre and staff for setting it up.

President Rick Bradford called the meeting to order. Minutes of previous meeting were provided and read by board members. There being no corrections or additions, motion made by Casey, seconded by Milanie, to approve; motion carried.

Financial reports showed a balance of 153,274.20 in County Library Fund on 11-30-2020. Ozark petty cash has a balance of \$4697.95; Charleston petty cash balance is \$7745.11. Balance on Ozark Library renovation loan is \$118,641.50 ending 11-12-2020. A motion was made by J. J., seconded by Casey, to accept all financial reports. Motion carried.

#### REPORTS FROM LIBRARIANS:

Hannah presented a three page report (attached) of Charleston activities. The outdoor program in cooperation with Game and Fish for tweens was a big success and alot of fun for participants. The Halloween activity reached 75 children. The three adult book clubs are very active and have attendance of around 25 patrons. The Montessori School has asked for book loans for their students. In addition, there were online story times, various podcasts, live movies and other online presentations. Hannah, along with her staff, is planning future online programming which is made necessary by the covid virus.

Diedre handed out her report (attached) of Ozark activities which included a program that is presented online by library assistant, Teresa. It is a STEM educational activity which is presented on social

media. It has been well received locally and is being used by a GT class in another city in Arkansas. The Ozark Library handed out 560 bags of treats during the Halloween event sponsored by the Ozark Chamber of Commerce. Waffles the Elf has been entertaining young children at the library during the Christmas season. Library patrons have been invited to help decorate the front windows at the library with packets being provided to complete snowman art to be displayed. A backdrop for holiday photo booth has been provided for use by the public. The Ozark staff is working on weekend fun packets to be available for check out. The pack will include game, book, dvd, coloring page, hot cocoa packet, popcorn packet.

Misty attended the meeting via Zoom from her home because of a recent illness. She was pleased to report that she has only one semester to go before obtaining her MS in Library Science. She is working

on first of the year planning when the region will be issuing hot spots and tablets for branches. The branches will need training to get prepared to use the tablets away from the library itself. There are many possible uses of the tablet but for example one function could be used to sign patrons up for library cards at activities not held at the library. Budget and audit work is being completed for a final board meeting before end of this year. A regional staff party is being planned via Zoom for December 30 at 2:00 p.m.

**OLD BUSINESS:** Security cameras have been installed at both libraries and are working great!

**NEW BUSINESS:** The 2021 Holidays/Closings list was presented (copy attached). After review, a motion was made by Casey, seconded by Milanie, to accept. Motion carried.

Election of officers was held. Since we have been without a vice president, Rick asked if anyone would like to volunteer and J.J. agreed to do so. A motion was made by Casey, seconded by Milanie, to accept J.J. as Vice President; motion carried. A motion was made by Casey, seconded by Milanie, for other officers to remain the same. Motion carried. The officers will be President Rick Bradford, Vice President J. J. Chronister, and Secretary Linda Halmes.

Misty suggested that the board act in a timely manner to fill the position of Librarian at Charleston. A date of Tuesday, December 22, at 6:00 p.m. was set to interview top three applicants for the position. Misty will work out the details and contact applicants for interview

times. She will also set up arrangements for the interviews to be done via Zoom. The plan is to fill the position at that meeting.

At the end of the year, the board looks at making an additional payment on the Ozark Library renovation loan. A motion was made by Linda, seconded by Casey, to pay an additional amount of \$6,000.00 on the loan. Motion carried.

There being no further business, a motion was made by Casey, seconded by J. J., to adjourn. Motion carried.



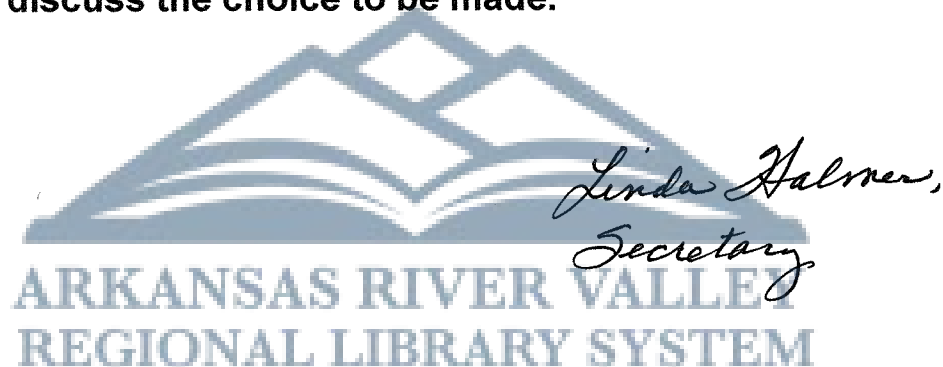
**Franklin County Library Board Mtg.  
December 21, 2020, 5:30 p.m.  
Attendance via Zoom**

**Present: Board members Rick Bradford, Milanie Matthews, Casey White, J. J. Chronister, and Linda Halmes; Regional Librarian Misty Hawkins.**

**President Rick Bradford called the meeting to order at 5:30 p.m. He stated that the purpose of this special meeting is to interview applicants for the position of Charleston Librarian. Three applicants will be interviewed and a decision will be made immediately following the interviews.**

**The following applicants were interviewed: Hannah Hobbs, Brianna Lamb, and Angela Giberson.**

**After the interview process, the board went into executive session at 7:00 p.m. to discuss the choice to be made.**



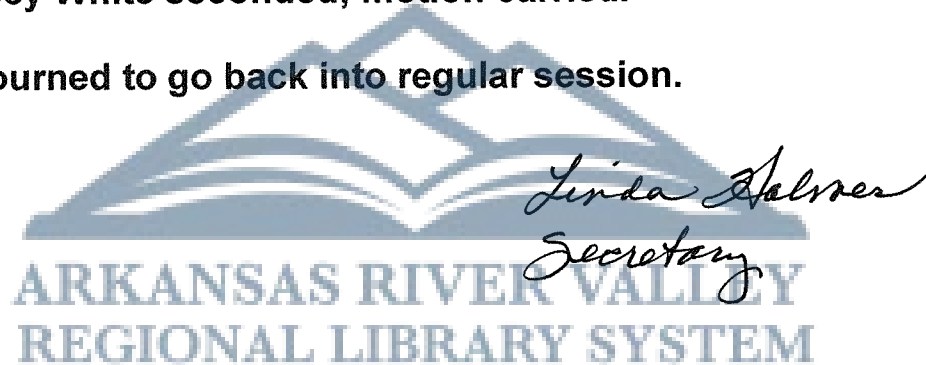
**Franklin County Library Board  
Executive Session  
December 21, 2020, 7:00 p.m.**

**All board members present along with Regional Librarian Misty Hawkins.**

**President Rick Bradford stated that after interviewing the three applicants for the Charleston Librarian position, we would now make a decision. The discussion also included the salary to be offered.**

**A motion was made by Linda Halmes to hire Hannah Hobbs immediately at a beginning salary of \$33,000.00/year (2021) plus a five percent raise at beginning of year 2022. The motion also included the necessity of her name being placed on all banking accounts for the Charleston Library as soon as possible. When she completes a MS in Library Science, her salary would be adjusted for the advanced degree. Casey White seconded; motion carried.**

**Meeting adjourned to go back into regular session.**



**Franklin County Library Board Meeting  
December 21, 2020, 7:15 p.m.  
Return from Executive Session Hiring Mtg. via Zoom**

**Board members reconvened following Executive Session when Hannah Hobbs was chosen for the Charleston Librarian position. Her salary will begin at \$33,000.00 for year 2021; she will receive a five percent raise after one year. When she completes a MS in Library Science, her salary will be adjusted for a higher degree. Her name will be placed on all bank accounts for Charleston Library as soon as possible. ( In executive session, this motion was made by Linda Halmes and seconded by Casey White. The motion carried.)**

**President Rick Bradford called Hannah and she gladly accepted the position. With her moving up from a library assistant to Librarian, a full time position for library assistant will be open and can hopefully be filled soon.**

**There being no further business, the meeting adjourned at 7:25 p.m.**

