

Franklin County Library Board Minutes
12/13/2022, 6:24pm
Ozark Public Library

Call to Order-JJ Chronister

Members Present: JJ Chronister, Misty Hawkins, Marcie Newhart, Milanie Matthews, Briana Lamb, Hannah Gillean

October 11, 2022, 6pm board minutes were made available for members to read, motion to approve made by Marcie, seconded by Milanie, motion carried.

Financial Report-made available for members to read, motion to approve made by Milani, seconded by Marcie

Librarians Report-

Charleston- presented by Hannah- had a great fall, great storytime, wanting to create more teen programs, planning to start programs in January. Also wanting to work with Brian to update disaster policies.

Ozark- presented by Briana- working on outreach programs to get more patrons back inside the library. Continuing to go out into community to promote library services (schools with Misty, Christmas on the Square, pictures with Santa with over 200 participants, daycare). Have a few more programs coming up.

Regional- presented by Misty- 2023 budget approved, not much change from 2022, making adjustments to services, going to look at vendor contracts and their usage stats to weed out or change to a better option for the money spent. Will start offering digital magazines again in January through Libby app. Individual libraries will have their in house collection still, but they will pay for those with their budgets. In January, they will add streaming movies with no cost to patrons, it will be a bundle so it is more affordable. The lockers are planned to be in place in January.

Old Business

Budget Update- Briana presented that the quorum court approved budget, a 3% wage increase and Hanna's new wage increase.

Extra Loan Payment- Briana presented that the Franklin County Summary Statement of Operation Expenditures, and talking with Shelly, we have \$42,095 left in budget for this year, and Shelly didn't think we could make an extra loan payment this year, that utilities and payroll will take the majority of budget left this year. We only owe \$33,000, so the loan will be paid off next year. Marcie asked if we are getting back on track with the expenditures with Amazon Account, Hannah and Briana said they were getting invoices in on time, communicating about the budget, Ozark had cut back on expenditures such as cleaning.

New Business

Closing Dates-presented by Hannah, dates made available for board members to read, notice the region is hosting a training for all employees on March 31, 2023, wanting to add that to closing dates. Briana and Hannah would like to go to ARLA conference at Hot Springs, AR in 2023, and would like to add staff members to the list to go. Board meeting dates are added to this. Misty reminded board members they are welcome to go to any trainings.

Inventory Removal-presented by Briana, Ozark recently replaced two computers, and would like to remove the old ones, two computers, keyboards and mice from 2014. Marcie made a motion to approve this, seconded by Milanie, motion carried.

Ozark MicroFilm Maintenance Contract- Machine was purchased with computer in 2018. As of now, you can only read the film, the computer is outdated, will not print, support USB, or email. In order to use machine, will need to purchase a new computer. The warranty only covered the computer for one year. We have been paying for maintenance of machine for past three years. Statements from 2021 and 2022 total \$1,328, and technician has come once in 2022. In order to continue to use the software, technician has to update software for us. We have to pay this, but

Briana will look at usage and will see how much the machine is benefiting us to see if we need to continue to have it. Briana says that microfilm is transitioning to online format anyway, but doesn't want original purchase to go to waste. She also plans to ask the technician to come out more, at least quarterly, to suffice the money we are paying for his services. The \$1,328 would come out of 2023 budget. Hannah and Briana explained that all of our MicroFilm is online, and Misty further explained that only patrons with a library card can access it, and sometimes people physically walk in, such as the county attorney for example, but they can't do anything with the information they find due to the outdated computer with the machine. Hannah explained that they let the patrons who don't have a library card still access it on a guest login. Milanie made a motion to approve to pay the \$1,328 maintenance fee for 2023, seconded by Marcie, motion carried.

Interlocal Agreement- presented by Misty-She says that we have a contract between the counties, and that when she became regional director, she wanted to locate it, and found it in a handbook from 1982. She wanted to make sure we were on the same page with the state library and attorney general's office. She presented our Interlocal Cooperation Agreement for our regional libraries. It includes our Arkansas state codes for library law. Tom Tatum, Yell county attorney helped with this, and our regional board president, Heather Patton, who is also a prosecuting attorney in Johnson County, helped draft the agreement as well. The document has already been sent to the Attorney General's office for approval. Misty says it has been a long process and a lot of work, and will take the place of the document from 1982. When it is approved by the Attorney General's office, each county library board will vote on whether or not to replace the existing contract from 1982 with this one. It will also be taken to the quorum court so that the county judge can approve it. The ordinance will also go to the Attorney General's office so that it can be found as a legally binding document. Misty reminded us that we are the only four county library system in the state of Arkansas, and that Franklin and Johnson counties

started the Ozarks Regional Library System and it was the first library system in the state of Arkansas in 1948. Our system started in 1958-1959, and we have been together since then. This document is important to us, because it is what we stand on and our agreement in working with each other. It is a consortium of libraries, and this makes it more affordable for each library to provide services and materials. Once approved and completed, all stakeholders in the county libraries will be given a copy. Marcie asked what the biggest change was in the document from 1982, and Misty explained that it was that the library law was added. Marcie made a motion to approve the document, Milanie seconded it, motion carried.

Milanie made a motion for meeting to be adjourned, seconded by Marcie.

