

**Forrest City Public Library
Board Meeting
July 8, 2019**

A meeting of the Forrest City Public Library Board was called to order on July 8, 2019 at 4:45 pm at the library.

Roll Call

Board members: Chairman Lindsay Hodges, Jeanette Jenkins, Judy Sweet and Sandra Wright were present. Library Director Arlisa Harris and Katie West from Times-Herald were present. Eva Pickett was not present.

Reading of Minutes

Board member Sweet moved to accept the board minutes from the meeting on June 10, 2019; seconded by Board member Wright and it passed unanimously.

Reports of Committees

Financials & Library Endowment

The board received bank statements from the checking, investor's and Memorial accounts through the end of June 2019. The library received and collected the following: state aid \$10,052, millage \$8,717.68 and fines and fees \$616.60.

The board also received a Statement of Revenue and Expenditures on money spent through July 5, 2019. Board member Sweet moved to accept the financials as submitted; seconded by Board member Wright and it passed unanimously.

Friends of the Library

Chairman Hodges reported that the Friends canceled their book sale for Saturday, August 3, 2019 and would be hosted by the Forrest City Community Involvement Committee 1st Saturday event at Stuart Springs Park on Saturday, September 7, 2019. There will be activities, with food and music to help benefit the Friends group with their wish list and monetary donations.

Arkansas Municipal League

Harris reported that the meeting proved more productive than she could have imagined. Harris stated that she met with several IT support vendors who were recommended by various other city entities. Harris also stated that she attended a session that explained the importance of Census reporting and city tax dollars.

Unfinished Business

Personnel Handbook

Harris stated that she is still working on adapting the current handbook to fit the library's needs and policies. The board requested a digital copy the handbook so that it would be easier to make changes.

New Business

IT Support Inquires

Harris reported that she received a quote for IT support from Network Services Group at almost half the cost of what is paid to the library's current IT support. Harris stated that she was provided references and she requested that the board allow her to make a decision on new IT support after she checks the references. Board member Sweet moved to allow Harris to decide on IT support based on her findings; seconded by Board member Jenkins and it passed unanimously.

KIPP(Helena) Bus Stop Request

Harris reported that she received a request from KIPP School requesting that the board consider allowing their school to have a designated bus stop at the large library parking lot. The board voiced concern of improper lighting in that area and whether the library would be liable for any unforeseen issues or accidents. Harris stated she would check into the liability issue with the City of Forrest City. It was suggested that the board be polled by telephone once receiving the information from Harris.

Personnel

The board went into executive session to discuss personnel. When returning to regular session, the board voted unanimously to accept the director's recommendation and promote Sheila Gracey to Children and Youth Services.

Programs

The board received a newsletter that listed programming for this month.

Announcements/Correspondence

None reported.

Next meeting is Monday, August 12, 2019 at 4:45 p.m.

Meeting adjourned at 5:30 p.m.

Respectfully submitted,
Arlisa Harris, Library Director

Sandra Wright, Secretary