

**Forrest City Public Library
Board Meeting
June 10, 2019**

A meeting of the Forrest City Public Library Board was called to order on June 10, 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 Jenkins moved to accept the board minutes from the meeting on May 13, 2019; seconded by Board member Sweet 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 May 2019. The library received and collected the following: millage \$33,534.84 and fines and fees \$797.50.

The board also received a Statement of Revenue and Expenditures on money spent through June 10, 2019. Board member Wright moved to accept the financials as submitted; seconded by Board member Sweet and it passed unanimously.

Friends of the Library

Chairman Hodges reported that the Friends group agreed that "Lindsay Hodges and/or her representative" would be fine as the library board's designee to the Friends board.

Unfinished Business

Arkansas Democrat Gazette Update

Harris reported that paper will cease to be delivered to news racks in Forrest City starting June 16th. Harris stated that readership is low for the digital subscription the library provides on public computers. Chairman Hodges stated that readership may increase since the paper won't be available on news racks. The board agreed to keep the subscription and asked library staff to keep track of the number of people asking to view the paper to make an informed decision whether to keep it or not.

New Business

Personnel

The board went into executive session to discuss personnel. When returning to regular session, the board reported no action was taken.

Summer Reading Program

Harris presented the board with an updated copy of the program. Some of the activities were changed but the dates remained the same.

Booksale Funds

Harris reported the state auditors cautioned the board that, if the Friends group receives book sale proceeds, the board should have a contract in place stating how the funds will be used. Harris stated she is getting a contract sample from A&P and will share it the next meeting.

Personnel Handbook

The board received a copy of the City of Forrest City Personnel Policy Handbook. Harris stated that she felt it is time for the board to adopt parts of the City's or their own personnel policy handbook to ensure that it clear that library staff are governed by the library board and their policies. The board agreed to look over the City's handbook and decide what to adopt or omit to their handbook.

Programs

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

Announcements/Correspondence

None reported.

Next meeting is Monday, July 8, 2019 at 4:45 p.m.

Meeting adjourned at 5:23 p.m.

Respectfully submitted,
Arlisa Harris, Library Director

Sandra Wright, Secretary