

Johnson County Public Library
Board Meeting Minutes
October 28, 2021

Present: Alvin Mason, Amy Wallace, Heather Patton, Misty Hawkins, Reagan Eisele, Justin McCormick, Alicia Merritt and James Ritchie.

Call To Order:

Heather Patton called the meeting to order at 5:30 p.m.

Minutes from the previous meeting were read by Alicia Merritt. Alvin Mason made a motion to accept the minutes as read and Justin McCormick seconded. Motion carried.

Treasurer's Report:

Alvin Mason gave the Treasurer's report with a balance of \$15,233.94 in the checking account, \$661,024.77 in County Revenue, \$889,640.61 in Investment Savings, \$10,365.21 in 501c3 account, and \$2,482.00 in the Endowment Account. Total of \$1,578,746.53. Amy pointed out that County Revenue amounts are changing at this time through tax season. Alicia Merritt made a motion to accept the Treasurer's Report as read, Reagan Eisele seconded. The motion passed.

Library Report:

ARKANSAS RIVER VALLEY
REGIONAL LIBRARY SYSTEM

- A) Heating Equipment processing is going incredibly well. Processes are set up for all books that are returned, sanitized, and treated. Feel good about sending everything home with patrons clean and sanitized.
- B) Book Sale- \$816.96 in donations from the book sale event.
- C) September was Library card sign-up month so anyone who got a library card got a free item.
- D) Story time on the lawn on Thursdays and it is also available via Zoom. Off-site story-time is taking place at Kid Care Preschool.
- E) ABC Childrens Academy invited the library to do a Halloween themed story-time on October 13th and about 80 preschoolers were present. Could be returning to do another story time for Thanksgiving and/or Christmas.
- F) Spooky story walk took place the week of October 18th. Planning to do another for Christmas and planning to reach out to the Chamber and Parks & Rec to see about partnering for the Christmas lights display at Cline Park.
- G) Tech Tuesday tutoring- slowly picking up and this will continue into November 2021.

- H) Halloween Scavenger Hunt done during the week of Halloween and anyone who completes their scavenger hunt card will receive a Halloween themed coloring book.
- I) Participating in the Clarksville Safe Treat event.
- J) Reaching out to MAC/Friendship to see about doing story-time for their clients.
- K) Amy has reached out to the Johnson County Youth Coalition to see about collaborating with another organization ex. Angel Tree.
- L) Teentober Creative Writing Contest- No submissions.
- M) Looking to start a Junior Book Club in the near future.
- N) Job Descriptions- Rick Casey has taken on an HR role and Mr. Casey helped review job descriptions. James (Jimmie) Riticie is taking on a Programming Librarian position.
- O) Intense Technology Rewiring Project- more in regional report.

Regional Report

Misty Hawkins- Regional Director Report

Cable/Wiring Project- the region sent a representative from a tech company to see about updating our cable and wiring and making sure we are getting the speeds we are paying for by upgrading. Clarksville branch is the top priority. Looking at region and county branches partner together financially to tackle this project. Looking to have this done in 3 months (90 Days).

American Rescue Act- Update on digitization project: films have been sent off and are being scanned however we may have to hold off a bit on our local history/in house collections to use some of this funding for our wiring project. Some of our microfilm was so old or damaged and that has slowed down their processing. This project won't be finished until the end of December.

Additionally, a mobile outreach vehicle (Van) has been ordered and will be ready in 5 months. Were able to use a State contract to get a new vehicle at a better price.

Emergency Connectivity Funds- distributing hot spots and laptops. Also partnered with the River Valley Adult Learning Alliance and did the same paperwork process and were able to get them 10 hot spots and 10 laptops per county to go out and teach GED / ESL Classes.

Overdrive- Going to purchase some EBooks. Johnson County- half of circulation is e-content.

Old Business:

-House Bill failed. The bill was passed around at the meeting for members to review. Hoping for a review at a future state session.

-Discussed the library's strategic plan and discussed bringing that back in to discuss with new board members.

New Business:

Termite Coverage- Talked with American Southern Exterminating- gave a bid for a Termite treatment- we would have an annual fee of \$465.38 added to our regular pest control budget which is around \$77/month. Budget line items would need to be increased to cover that expense. No vote needed.

ARPA Funds- Submitted a long list of items that we could use improvements on: Heating/Air Units, Electric issues- limited outlets, discussed the walkway leading into the library and how the walkway can be a safety issue with the missing bricks, cracks, etc. Looking to get that brick replaced or a crosswalk installed there. Going to get a quote for replacing that.

Maternity Leave for Amy- 6 week leave. Clerk's office advised that some offices do hire temporary replacements to cover those positions. This position would be a backup/reinforcing member to help support our current library staff. Melanie at the Clerk's office will be handling bills. Jimmie will handle programming, Teresa will handle front desk/ circulation and the temporary position will be someone who is more of a carrier of taking bills to the Clerk's office and a back up to support current staff. Temporary position- they would have to go through typical screening of employment through the county as usual with any new county employee.

Alvin asked about a quote from the camera security system company. Amy hasn't received an actual quote due to shipping and supplies being so delayed. The company isn't comfortable giving bids currently due to those issues. We still want to address getting a quote.

Heather Patton brought up trying to stick to a regular meeting day- for example, the 3rd Thursday of the month.

Alicia Merritt brought up that library hours on our voicemail system were our old hours and would need to be updated.

Adjournment:

Alicia Merritt made a motion to adjourn. Alvin Mason seconded. The motion carried. Heather Patton adjourned the meeting at 6:23 p.m.

Respectfully submitted,
Alicia Merritt, Secretary



President

4-7-22

Date

