

Central Arkansas Library System  
Board of Trustees Meeting  
February 22, 2018  
Main Library Board Room

Board members in attendance were Nancy Rousseau, Annette Herrington, Marilyn Porter, Bob Brown, Marian Berry, Kelly Moss, Sophia Said, Sheila Wright, Stephanie Gibson Branton, Sarah French, Andre Guerrero, and John Bush. Mike Berg was absent.

Staff members in attendance were Nate Coulter, Jackie Patel, Lisa Donovan, Carol Coffey, Cathy Sanders, Tameka Lee, Glenn Whaley, Adam Bearden, Nathan James, Jo Spencer, Christopher Beaumont, Madelyn Ganos, Linda Ellis, and Elizabeth Newbern.

The meeting began with the board members going into executive session.

Action Items

**1. Minutes**

Bush moved to approve the January minutes. Rousseau seconded, and they was approved unanimously.

**2. Financial Report**

Herrington reported total assets of \$114,814,259, liabilities of \$4,950,283, and total equity of \$109,863,977 as of January 31, 2018. She also reported a net loss of \$594,457. She stated that tax collections are down because the first three months of the year are delinquent taxes from the previous year.

On behalf of the Finance Committee, Herrington moved to accept the financial report and file it for audit. Bush seconded, and the motion was passed unanimously.

**3. Budget Change for General Fund Budget**

Patel reported that there had been a change to the Foundation Grant Income line in the General Fund budget that would allow \$3,000 more to be added to that budget. She asked that the Board approve this change to make some more funds available.

Herrington moved to approve the changes to the General Fund budget. Bush seconded, and the change was approved unanimously.

**4. Maumelle Easement for Neighboring Property Owner**

Coulter reported that a property owner, Jerry Poole, who neighbors the Maumelle Library had submitted repeated complaints to the City of Maumelle and to the Central Arkansas Library System about traffic near and through his property. In August of 2017, Poole threatened to sue the library and Coulter if he did

not get an easement to replace an asphalt path to Poole's parking lot that had been there for a while but was removed by the recent expansion of the library's parking lot and the extension of the street in front of the library. Coulter hired a lawyer who said that while the library would probably win if this case over the easement went to court, there was some risk of having to restore the old path to Poole's parking lot across the library property. Working with this lawyer, Coulter said that Poole had agreed to the easement (use of a small part of the library's land to build an asphalt path if he ever so desired) and to financial compensation of \$5,000 in exchange for giving the library a full release. Coulter asked the Board to approve a resolution to grant the easement and compensation so that the library had no further legal exposure or expense in this matter.

Rousseau moved to approve the resolution. Brown seconded the motion, and the resolution was approved unanimously.

## Information Items

### 1. Director's Report

Coulter began his report by reiterating the success of the LRSD Tech Card beta launch and showing the board some of the media coverage. He added that the Fake News series has started nicely with the Rex Nelson event the previous week. He said that it should be noted that Fake News is not a new phenomenon and points to some misinformation in a decades old edition of the Nashville (Ark) News, his hometown newspaper.

Sanders reported that the Marketing and Resource Development Team (MRD) has been ramping up the social media presence of the Central Arkansas Library System. Lee said that one of their trial social media runs began with prompting people to vote for CALS for the Engaging Local Government Leaders Leslie Knope Award for best library in the country. CALS did not make it to the final 16, but it did make it through to the final 32. Sanders said that while CALS doesn't have large following numbers, the numbers are comparable to the Nashville Public Library System, which serves a much larger population. She also said that MRD plans to continue to grow CALS's following.

Coulter said that the ground space of the CALS parking deck now has signs in the windows from the University of Arkansas at Little Rock that indicate that it intends to occupy the space. He added that recent meetings modified plans to display the Joe Jones Mural. Instead of it being in the front and viewable from the street, it will be displayed inside a separate interior room. Coulter also said that architect Steve Rousseau has come onboard at the chancellor's request to help with the project. Bearden added that once CALS receives the new design drawings from UA Little Rock, it will take approximately seven months to complete renovations.

Sanders reported that she and Donovan recently returned from a visit to the Nashville Public Library, which is the 2017 Library of the Year. One of their best takeaways was Nashville's after school program, which has helped students receive academic assistance and enrichment. Both Sanders and Donovan believe that it would be possible to implement a similar program through CALS. Interestingly, Nashville does not serve afterschool snacks/meals, while CALS does.

Coulter added that he, Donovan, and Sanders had also been in touch recently with Gina Millsap from the Topeka and Shawnee County Public Library, which was the 2016 Library of the Year. He said that

Millsap, who came to speak to CALS' staff last October, indicated that CALS would be a good contender for that award. Sanders added that she hopes CALS will be able to apply for the Library of the Year award next year, so she will be gathering materials this year in preparation. Guerrero observed that this could be beneficial for CALS even if CALS does not win the award.

Coulter said he recently attended the American Library Association Midwinter Meeting in Denver. He attended a panel that discussed collaborations that the Chicago Public Library has created to provide a more diverse set of resources. He said that one of the collaborations that intrigued him involved creating primary source material through Chicago Public Library's research center that was available to children. Coulter said he believed that CALS had the resources through its Butler Center and the Roberts Library to do something similar.

Coulter concluded by announcing that the WWI Memorial Tree Planting scheduled for Saturday, February 24, at Milam Library has been rescheduled for Saturday, March 31, due to inclement weather conditions and overly damp soil.

## **2. Building Report**

Bearden reported that the new Sanders Library would open on March 10. He said that Maumelle is scheduled for a soft opening on March 12. An official ribbon cutting is scheduled for March 30. Bearden said that the rainy weather has required him to address several leak issues across all CALS locations. He added that the UA Little Rock project is moving forward, and he expects the design drawings soon.

## **3. Statistical Report**

Coffey reported some of the highlights from the annual report. She stated that, in accordance with CALS's expectations, circulation, attendance, programming, and other numbers were down in 2017 compared to the previous year. She said that total circulation was down 5 percent, although digital circulation was up. CALS passed a benchmark of 500,000 digital circulations for the first time in 2017, and digital circulation accounted for 21 percent of total circulation, she said. Coffey said that while meeting room use was down compared to 2016, it is important to keep in mind that four branches hosted early voting in 2016, which skews numbers for meeting room usage. Brown noted that these trends were concerning.

For January, Coffey reported that total circulation was down 5 percent, but digital circulation was up seventeen percent over January 2017. She added that January was the first month in which CALS surpassed 50,000 digital circulations in one month. She also added that the monthly system report has been reorganized and updated to include new data including the number of times patrons use the self-check kiosks, patron accounts are updated, and notary services are provided.

## **4. Committee Report**

Sanders stated that the Marketing Committee did not meet before this session as scheduled.

Wright stated that the Personnel Committee had been presented with a grievance, which was the subject of discussion during the executive session. The Personnel Committee has found no reason to overturn the

disputed personnel action of the director or the decision from the Employee Grievance Committee on this issue.

**5. Marketing and Resource Development Report**

Lee announced that the VIP Reception for Sanders Library will be held on Friday, March 9, at 5:30 p.m. She added that Maumelle Library's ribbon cutting ceremony will be held on Friday, March 30. Lee said that the FOCAL Used Book Sale would be from March 8 to March 10. She added that ticket sales for Arkansas Literary Festival events (Author! Author! and An Evening with Sebastian Junger) would begin on March 15.

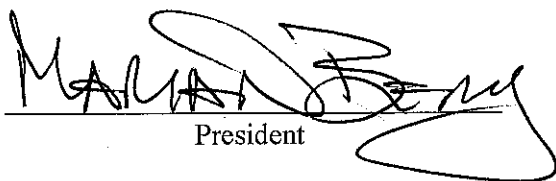
**6. Butler Center Report**

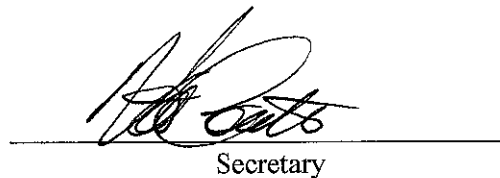
Whaley announced that the Tribute to True Soul Records would be held Friday, February 23, at the Ron Robinson Theater. The event is free and open to the public. She said that next month's Legacies and Lunch will occur on March 7 and will feature Larry Foley and his film *The Favored Strawberry*. She added that Butler Center Books published a young adult book earlier this month called *Spiderwalk* by Ann "Annie" Miles.

**7. Other**

Nathan James announced that with regard to the website, CALS has a staging site up and running. He said that while nothing works yet, he and his team are slowly building aspects of the site. He added that the Ron Robinson Theatre now has a loyalty program through Square. He said that he has also been working on promoting "Top 10" content on the current site, which will also be done on the new site once it's launched. He added that he has also been promoting the addition of reading lists associated with CALS programming.

Berry thanked everyone for their reports and called the meeting adjourned.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

**RESOLUTIONS ADOPTED BY THE BOARD  
OF  
CENTRAL ARKANSAS LIBRARY SYSTEM**

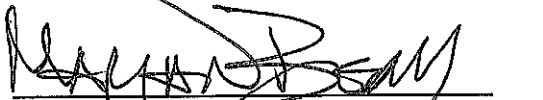
THE UNDERSIGNED, BEING THE BOARD OF DIRECTORS OF CENTRAL ARKANSAS LIBRARY SYSTEM, HEREBY ADOPT THE FOLLOWING RESOLUTION:

Be it resolved that Central Arkansas Library System (hereinafter, "CALs") is authorized to pay \$5,000.00 (the "Settlement Funds") to Jerry Poole and Lakeview Place Horizontal Property Regime in full settlement of the parties' boundary and access dispute.

Be it further resolved that CALs is hereby authorized to grant and convey to Jerry Poole and Lakeview Place Horizontal Property Regime an Easement Deed for the purpose of providing Grantee with its preferred manner of ingress and egress from the public right-of-way to its private property. CALs shall not be responsible for maintenance on the granted property.

In exchange for the Easement Deed and Settlement Funds, CALs shall be provided a full and complete Release from all claims by Jerry Poole and Lakeview Place Horizontal Property Regime.

THE FOREGOING ACTIONS ARE HEREBY RATIFIED, APPROVED AND ADOPTED AS OF THIS 22<sup>nd</sup> DAY OF FEBRUARY, 2018.

  
\_\_\_\_\_  
Marian Berry  
President, *On behalf of the*  
*Board of Directors*

  
\_\_\_\_\_  
NATE COULTER  
Secretary to the Board