

Central Arkansas Library System
Board of Trustees Meeting
May 24, 2018
Main Library — 3rd Floor Board Room

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

Staff members in attendance were Nate Coulter, Jackie Patel, Cathy Sanders, David Stricklin, Carol Coffey, Adam Bearden, Nathan James, Jo Spencer, Chris Ketterman, Lisa Donovan, Madelyn Ganos, Brad Mooy, Joe Hudak, Pam Rudkin, Ellen Samples, Elizabeth Newbern, and Linda Ellis.

Action Items

1. Minutes

Berg moved to approve the April minutes without correction. French seconded, and they were approved unanimously.

2. Financial Report

Herrington reported total assets as of April 30, 2018 are \$113,939,576 with net operating losses of \$2,054,835. She reported that tax collections were 1.1% higher through May than through May of the previous year. She also noted that CALS received a \$100,000 bequest to the Discretionary Fund from the estate of Linda Gardner Riggs.

On behalf of the Finance Committee, Herrington moved to accept the financial report and file it for audit. Berg seconded, and the move was approved unanimously.

3. Changes to Board Policy 400

Donovan introduced the Branch Service Coordinators — Pam Rudkin, Joe Hudak, and Ellen Samples — who have been working diligently with staff to revise Board Policy 400, which outlines the CALS Rules of Conduct for patrons. She also introduced Chris Ketterman, Head of Security, who explained how specific changes would improve security. Hudak explained the formatting changes to the document that would help differentiate Level 1 and Level 2 offenses. He also explained the reasoning behind each proposed change, most of which were updated to better reflect how staff had been handling some issues, such as asking that patrons keep belongings out of the way of other patrons instead of limiting the size or the number of personal items that patrons may bring into the library.

Bush and Guerrero expressed concern about the policy against smoking — which now states that smoking is prohibited on the library's campus. They said that the rule, as stated, might alienate some staff members and patrons from feeling comfortable in library spaces. The Board felt, in general, that it would be worth considering some form of designated smoking location that wouldn't require patrons or staff members to cross the street to smoke and would not impose secondhand smoke on other patrons and staff members.

Berg also noted that it was worth thinking about how CALS should approach people smoking medical marijuana on campus, since that practice has been legalized by the State.

The Board decided to table this discussion until the next meeting in June, since there are outstanding questions by board members that require further investigation.

Information Items

1. Marketing & Resource Development Report

Sanders reported that the Marketing & Resource Development Department was in the process of implementing the logo throughout the system, but it will take some time and funds to replace logos on building signs and existing vehicles. The department is also planning to replace employee uniforms, letterhead, business cards, email signatures, brochures, and bookmarks to reflect the new branding.

Sanders also reported that it is possible to search part of CALS's eBook collection through a Google Chrome search, which will list, within the first several results, a link to Goodreads through which patrons can see if a title is available to borrow and be redirected to the corresponding page in Overdrive where they can check it out, place a hold, or suggest the title to other patrons.

She asked Samples to speak about Summer Reading Club. Samples announced that registration for Summer Reading Club opens on May 29. This year's theme is Libraries Rock! She added that Kidstock Family Music Festival, the kickoff event for children's activities for Summer Reading Club, will begin at 10:00 a.m. on June 9 at the Hillary Rodham Clinton Children's Library and Learning Center. She added that for adults there will be Summer Book Club events throughout the system, including CALS One Read program: this summer's selection is *Station Eleven* by Emily St. John Mandel.

2. Butler Center Report

Stricklin reported that the Butler Center Books program has published two new books — *The Elaine Massacre and Arkansas: A Century of Atrocity and Resistance, 1819-1919*, edited by our own Guy Lancaster; and *A Confused and Confusing Affair: Arkansas and Reconstruction*, edited by Mark Christ.

He noted that by virtue of CALS's co-sponsorship of Central's Memory Project, CALS has participated in the groundbreaking for a commemorative bench just around the corner from Central High School, where Elizabeth Eckford famously sat while being harangued by pro-segregation forces in 1957. CALS education-outreach coordinator, George West, works with those students.

Stricklin announced the Legacies & Lunch talk on Wednesday, June 6, will feature Laverne Bell-Tolliver, talking about her new book on the desegregation of Little Rock's public junior high schools. He added that June's Sounds in the Stacks concert will feature jazz band Saffron at Dee Brown Library on June 7 at 6:30 pm.

He stated that Second Friday Art Night, on June 8, will open "Delta des Refusés," an annual exhibition begun in 2015 that features the works of artists who were turned down by the jurors for the Arkansas Arts Center's famous Delta Exhibition. The exhibition will appear in the galleries in CALS's Bobby L. Roberts Library and in CALS's River Market Books & Gifts. In 2019, CALS will host a portion of the

actual Delta Exhibition, which will take place at various galleries while the Arkansas Arts Center is closed for renovation.

Stricklin concluded by stating the Arkansas Sounds Music Series will host a celebration of the legendary Little Rock AM radio station KAAZ with recordings, film footage, and guest speakers from the heyday of "the Mighty 1090."

3. Building Report

Bearden stated that the only notable update was the UA Little Rock tenant finish out. He stated that CALS should receive contracts any day, and then the finish out will proceed shortly thereafter.

4. Statistical Report

Coffey reported that patrons downloaded 49,721 digital items from the Downloadable Library in April, which is 21% more than they downloaded in April 2017. She stated that it was the largest percentage rise since August 2016, which saw a 22% rise over August 2015. Coffey noted that the growth this time may be at least partly attributed to the Tech Card program. The growth in download usage kept total circulation numbers in positive territory, although physical circulation is still trending down.

She said that desktop computer usage was up for the first time since November 2017, with 3% more usage than in April 2017. Coffey noted that program attendance for all three age levels was up at least 20% over April 2017. She said that meeting rooms and study carrels were used more as well. She added that study carrels across the system were used 19% more than they were last year. Coffey ended by stating that some components of the website saw growth in April over last year, although use of podcasts was down.

5. Committee Report

There were no committee reports at the time of this meeting.

6. Director's Report

Coulter reported that CALS is under the budgeted amount for payroll. He said this was in large part due to Patel and Spencer in accounting and their careful adherence to the budget.

He said that CALS is well on its way to opening a Tool Library at Dee Brown by the end of this year. The Tool Library will contain a variety of tools, approved by CALS's insurance company, that patrons will be able to check-out to finish projects instead of having to buy them for a onetime use. He noted that he had spoken with a lawyer about liability issues CALS might face, and Coulter discovered that CALS would have sovereign immunity, although he would still require a borrower's agreement to waive claims against CALS from any liability connected to the use of CALS tools. He said that a circulating tool library is not a novel idea, since there are about 60 Tool Libraries already operating across the country. Coulter said that he expected the Tool Library to be up and running by the end of the year at the latest, and Rachel Tanner will be working as the tool librarian.

He noted that he had been working with Ellen Bard, Readers Advisory Coordinator, who has been considering circulation statistics for other libraries who are not experiencing a downturn in circulation.

Thus far they have disclosed that libraries with growing or stable circulation often have lower hold ratios than CALS, which is the number of people who would be on hold for an item divided by the number of copies of that item. Coulter said that for a typical popular title, CALS might order 10 copies across the system; however, if 100 people go on hold for a copy that creates a 10:1 hold ratio. The ideal ratios are closer to 5:1 or 3:1. The solution for CALS would be to weed books that are not circulating anymore and dedicate more funds to popular selections, reducing our holds ratios, and increasing circulation.

Coulter introduced Nathan James to talk about the recent conversation with representatives from Tulsa City-County Library about MOBIUS — a new library collection sharing network. James stated that it began in Missouri with about a dozen academic libraries, but it has expanded to 67 libraries including several in Iowa, Kansas, and Colorado. The representatives from Tulsa noted that they filled 29,000 requests for books through MOBIUS in the first year and expected that demand to grow. James also said participating in MOBIUS would allow CALS to shift its focus in collection development to more popular titles which could help improve the overall circulation rate. Guerrero asked how MOBIUS differs from Interlibrary Loan (ILL). James said that MOBIUS is more streamlined, and it is more automated than ILL which works through a system called OCLC that requires two full-time staff members to run. Guerrero also asked if items acquired through MOBIUS could count as part of our circulation. James said yes.

Coulter thanked Nathan James. He said that CALS has agreed to host a series of mayoral campaign forums in the fall. The forums will be organized by the League of Women Voters and the public radio station. He also noted that the library has ordered “No Guns Allowed Signage” to be posted at the entrance of each CALS location. The signage notes that concealed-carry weapons are allowed, in compliance with recent state legislation, but the license must be shown to a staff member.

Coulter added that Jimmy’s Serious Sandwiches is scheduled to open in the Cox Building in mid-June.

7. Other

Mooy announced that the Arkansas Literary Festival had another successful year. He stated that attendance was up more than 30% over last year with 7,956 attendees this year. He added that the Fest served 2,338 through the Writers in the Schools (WITS) program, which was up more than 45% over the previous year. He also noted that CALS sold 861 books, had 264 contest participants, 231 volunteers, hosted 77 sessions/panels/activities, and more than 76 presenters. Mooy said that the Level 4 Teen Center at Main Library published a zine during Lit Fest, and he shared copies of it with the Board for perusal.

Guerrero said he would be interested in accessing some type of recording of the Sebastian Junger talk. Mooy said that pursuant to his contract, they did not make a video recording or audio recording of the talk that would be accessible to the public, but there was an archival tape that could be listened to on the library’s premises by request.

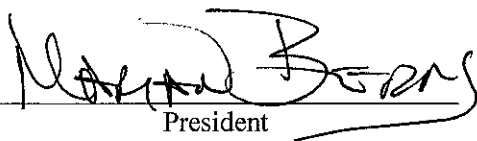
Herrington noted that the AETN partnership with CALS in the Great American Read has been a great success. CALS had many patron participants. Herrington reported that AETN was looking forward to future partnership opportunities with CALS.

Coulter announced that after nearly 20 years of work at CALS, Jackie Patel will be retiring as Director of Finance and Deputy Director of Business Operations at the beginning of August.


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Coulter noted that in the previous month's meeting, it had been decided to have meetings at other locations. June's meeting is scheduled for room 124 on the 1st Floor of the Bobby L. Roberts Library (Butler Center). He said that McMath Library had been suggested for the meeting in July. Future meeting locations would be announced at a later date.

Berry moved to adjourn, and the meeting dispersed.



President



Secretary