

Central Arkansas Library System
Board of Trustees Meeting
September 27, 2018
Bobby L. Roberts Library – Room 124, 1st Floor

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

Staff members in attendance were Nate Coulter, Jo Spencer, David Stricklin, Nathan James, Lisa Donovan, Cathy Sanders, Tameka Lee, Carol Coffey, Rosslyn Elliott, Madelyn Ganos, Linda Ellis, and Elizabeth Newbern.

Action Items

1. Approval of Minutes

Berry asked the Board to consider the August Minutes for Approval.

Herrington moved to approve the August Minutes. Wright seconded the motion, and the August Minutes were approved with correction.

2. Financials

Herrington reported total assets as of August 31, 2018, are \$112,318,715 with net operating losses of \$1,912,918.

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

3. Proposed Amendment to the Bylaws

As discussed in the August Board meeting, the Board bylaws defines a Director's term limit as no more than two consecutive terms of three (3) years each. Consistent with the discussion in the August meeting and the draft handed out at that meeting, Coulter proposed that the Board modify these limits to allow Directors who agree to fill unexpired terms to also be allowed to serve two full consecutive terms. Coulter asked the Board to approve this amendment.

Brown moved to approve the amendment. Bush seconded the motion and the amendment was approved unanimously.

4. Art Policy Approval

Stricklin said it was discovered that the CALS Board had never officially adopted an art policy for the system's collection. The policies outlined in the document the Board is being asked to approve have been followed but never written for Board approval. An ad-hoc Art Advisory Committee was formed to help

review the document that would guide the use, development, and management of the CALS art collection. Stricklin asked that the Board approve the draft submitted prior to this meeting.

Porter moved to approve the Art Policy. Rousseau seconded the motion, and the policy was approved unanimously.

5. Board Policy 401- Circulation Fines & Fees

Donovan said that upon further interdepartmental changes within CALS, staff had determined that there was need to amend the policy. The proposed changes involved modifying the language and formatting of the policy to allow day-to-day changes necessary for regular operations to be decided by the Executive Director, eliminating the need for staff to go to the Board for every small edit. Donovan asked the Board to approve the proposed changes to the policy.

French asked if there was a significant part of the budget that comes from these fines and fees. If so, changes might require more oversight by the Board. Donovan said that she did not believe fines and fees constituted a significant part of the budget but did bolster it. Coulter said fines and fees are not part of the budget but are used to collateralize revenue and bonds.

Gibson-Branton moved to approve the amendment. Porter seconded the motion, and the amendment was approved unanimously.

6. Entegrity Audit Proposal

Herrington said that the Finance Committee had been working with Entegrity for nearly nine months to determine if CALS could pursue some sustainable energy modifications in our system that would help to reduce operations costs long term. After many drafts, the Finance Committee believes that the current proposal is worth pursuing.

Herrington moved to approve the proposal. Brown seconded the motion, and the amendment was approved unanimously.

Information Items

1. Marketing & Resource Development Report

Lee reported the opening of the Toy Library and other events were well covered by the media this past month. Children's Library and the Arkansas Literary Festival are included in the second edition of *100 Things to Do in Little Rock Before You Die*. She added that our new creative writer, Rosslyn Elliott, has also been regularly contributing articles to our redesigned website's blogs. Her latest posts have covered some of our digital services, mobile printing, and the opening of Gran Gran's Toy Library.

Lee said that we have several big events coming up in the next few weeks. Tonight (September 27) is the second Heiskell Lecture featuring James Fallows. It will begin at 6:30 p.m. in the Ron Robinson Theater. Banned Books Week rolled out events throughout the system this week and will wrap up on Saturday, September 29. On October 11, CALS will be hosting *A Prized Evening* to award Mildred Gleason and Tyrone Jaeger the Booker Worthen Prize and the Porter Prize, respectively. The event will be held in the

Darragh Center at 6:30 p.m. Lee added that Ron Robinson Theater's Fall Movie Series, Boos & Booze, will begin in October. She also reported that the Rocky Horror Picture Show events had approximately 800 people in attendance.

2. Butler Center Report

Stricklin reported that the 2018 ACANSA Festival Opening event, hosted in the Galleries at Library Square went very well, with 300 people in attendance. He added that the Richard Glazier show, co-hosted by Arkansas Sounds, the Arkansas Literary Festival, and UAMS, at the Ron Robinson Theater is sold out.

He said that on October 10, the Ron Robinson Theater will be the site for a program called "Save the River Parks," about the 1991-92 battle to preserve the parks downriver from where the Big Dam Bridge is now. Legacies & Lunch will be on October 3 in the Darragh Center featuring Mark Spencer discussing his book *A Haunted Love Story: The Ghosts of the Allen House*. George Takei's *Allegiance: The Broadway Musical on the Big Screen* will be showing at 7:00 p.m. at Ron Robinson Theater on October 12. Sounds in the Stacks, featuring Tonya Leeks, will be at Williams Library at 6:30 p.m. on Thursday, October 18.

3. Building Report

Nathan James reported that telephone notices are functioning once again thanks to the replacement of our telephone notification system, and all other projects are progressing as expected.

4. Statistics Report

Coffey reported that total circulation in August 2018 was up 2% over August 2017. That rise is largely thanks to the 38% growth in digital usage. Freegal drove most of that growth as patrons are discovering the streaming capabilities that CALS added in July. Flipster also saw a nice jump to its highest number since 2016. CALS added some new titles at the beginning of August, but the new titles don't seem to be driving that growth. Patrons may be discovering Flipster more easily on the new website.

She also presented three trend charts covering the most recent 12 months.

- a) Circulation by Format – this chart shows the rise in physical book circulation that we often see in June and July during Summer Reading Club (SRC). DVD checkouts are fairly level, while digital is trending up generally and has risen sharply since we added Freegal streaming. CD Books and CD music checkouts are stagnant.
- b) Library Program attendance – this chart shows the trends in programming by audience level. Juvenile attendance peaked in April during the Arkansas Literary Festival and continued pretty high through SRC. The precipitous drop in August can be attributed to the fact that SRC was over, and we generally take some time in August to regroup and get ready for the school year.
- c) Staff Assistance – this chart shows the trends in how many times we were asked reference questions, directional questions (where's the bathroom, copier, etc.), and how many times we showed someone how to do something (using the kiosk, copier, internet, etc.) In general, the trend for these questions has been down for some time.

The board asked that the month-to-month statistical comparison reports continue, along with the trend charts.

5. Committee Report

There were no Committee Reports presented at this meeting.

6. Director's Report

Coulter stated that CALS has been hosting Mayoral Candidate forums in collaboration with KUAR, the League of Women Voters of Pulaski County, and the American Association of University Women, Little Rock. The forums have been very successful. The last one was at Fletcher Library and had over 200 people in attendance. The next forum on Education issues will take place on October 1 at 6:30 p.m. at Thompson Library, and the final forum to discuss General issues will take place on October 15 at 6:30 p.m. in the Ron Robinson Theater.

He noted that the Strategic Plan is in Phase 1, the Information Gathering and Review stage of development. This phase will continue through October, November, and December as we get feedback from staff and the community. Phase 2 will begin in January and involves a Super Focus Group retreat filled with community members. The final phase will involve drafting and revising the Strategic Plan based on all of the collected information. He added that the Steering Committee held their first meeting on Tuesday, September 25 here on the Main Library campus. The community members in the Steering Committee are Lupe Peña de Martinez, Linda Bly, Pastor Toney Orr, SiKia Brown, and Rachel Patton.

He added that in recent months there have been a few news worthy events involving an intersection of the First Amendment and inclusion. One of these events was a Drag Queen Storytime planned at Fletcher Library by well-meaning staff there but without any notice to the administrative staff, or assistance from the Marketing and Resource Development Department to prepare for the anticipated negative reaction from some in the community. Under these circumstances, the administration concluded that it would be inappropriate to proceed with such a controversial program and it did not occur. The second event was a clash over free speech at the library involving an annual meeting of the Central Arkansas Democratic Socialists and groups who opposed them. The Democratic Socialists have used meeting rooms at the library for a number of years without incident. Their plans to meet this year at the Main Library sparked complaints from a white supremacist group called Shield Wall, which, according to the LRPD, has been listed as a domestic hate group by the Southern Poverty Law Center. The socialists meeting took place without incident but there were anxieties among staff who took calls from those protesting the socialists by claiming the group were Antifa terrorists.

Coulter also noted that CALS is in the process of reevaluating uses for Hillcrest Hall and also dealing with an extremely high volume of donated books that must be processed. The staff may draft a policy for donated books that will set limits and reduce the workload on staff and volunteers, but taking the books is an important public service and provides some income for the Friends through their used book sales.

7. Other

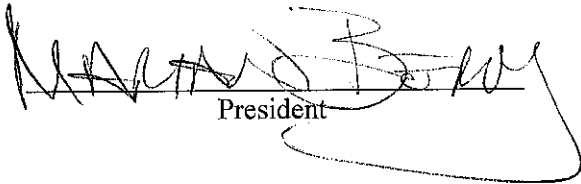
Related to the issues surrounding Board Policy discussed in the Action Items, Brown noted that there is a lack of clarity in the Bylaws about how involved the Board should be when events occur that involve crime and/or use of taxpayer money. He referenced the Ransomware Attack and said he was unclear what action is supposed to be taken without the Board. He feels that it would be best to have some type of formal approval. Coulter said that there are two main drawbacks to changing the Bylaws to require this sort of approval in advance of acting. One is that emergency action might be delayed. The other is that

any pre-action approval would require notification of the press. Bush added that he always interpreted the Board's role as setting policies. He said that the Board should not be consulted about the day-to-day operations. He noted that what Brown proposes might be going over the line into micromanaging certain daily operations. Gibson-Branton raised questions about how much taxpayer money was in question, about how to formalize and ratify the policy suggested by Brown, and about when the policy would go into effect. Stricklin noted that rarely is policy ratified after the fact. Guerrero said that while he sees both sides, the larger issue seems to be that there isn't enough clarity about what role the Board should have. He asked the staff and fellow Board members to consider the need to review the Bylaws so that the role of the Board is clear to all Board members.

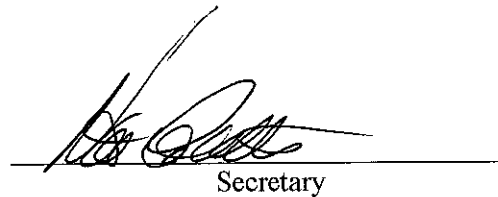
Berry told the Board that she had a nice Tech Card success story. She tutors some children afterschool each day, and the boy she was tutoring was very carefully holding onto something throughout their session. It turns out it was his newly acquired Tech Card and he was so excited to be able to use it and also excited by the idea of visiting the Downtown library.

French said that in the first weekend in October there will be a Goat Festival in Perryville, AR. There will be games and goat-related goods for sale.

Berry adjourned the meeting.



President



Secretary