

Central Arkansas Library System  
Board of Directors Meeting  
April 30, 2020  
Zoom Video Call

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

Staff members in attendance were Jo Spencer, Nate Coulter, Nathan James, Lisa Donovan, Ellen Samples, Lance Ivy, Tameka Lee, David Stricklin, Kate Matthews, Pam Rudkin, Joe Hudak, Carol Coffey, Mark Christ, Polly Deems, Cathy Sanders, Kay Kay DeRossette, Nathan Smith, and Elizabeth Newbern.

Also in attendance Rachel Herzog, reporter for the Arkansas Democrat-Gazette, and Nathania Sawyer, private citizen.

### **Action Items**

#### **1. Approval of the Minutes**

Rousseau, acting as President in Herrington's absence, asked the Board to approve the March Minutes with submitted corrections.

Grice moved to approve the March Minutes with submitted corrections. Brown seconded the motion and the Minutes were approved unanimously.

#### **2. March Financials**

Grice reported that as of March 31, 2020, CALS assets totaled \$112,081,804 with net loss of \$2,471,593. He noted that to date \$772,917 in taxes have been collected in April. The total collected year to date is \$2,537,303.

On behalf of the Finance Committee, Grice moved that the March Financials be filed for audit. Berry seconded the motion and it was approved unanimously.

#### **3. Approval of Federal Financial Relief Package Proposal**

Coulter noted that he distributed a memo ahead of the meeting that outlined the proposed plan of action to ensure that CALS can remain financially viable through the current pandemic. CALS' buildings closures do reduce some overhead costs, however, reducing staff expenses temporarily would also relieve some of the financial burden. CALS has studied options to do this while also ensuring that CALS staff are not harmed through this action. It's been recommended that 63 employees be furloughed, and 72 employees be made eligible for a Shared Work Program offered through the Arkansas Department of Work Force and the Department of Labor.

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Furloughed employee hours would be cut to zero hours. Work share employees would have their hours reduced by as much as 40 percent. The Federal CARES Act allows both of these categories of employees to be compensated by \$600 stipend each week, which will ensure that no employee is adversely affected financially. All of these employees will continue to receive whatever benefits they are signed up for in terms of health and dental insurance. These efforts would save the library an estimated \$415,000 through July 31 if this plan is in place for the entire period.

Coulter said that this is a short-term stopgap but is the best way to ensure the library survives lost revenue from fines, fees, parking, and rentals, which may not come back until August or September, and still ensure that employees are financially stable. He asked the Board to approve this proposal to be put into effect immediately.

Berry moved to approve the Federal Financial Relief Package Proposal. Porter seconded the motion and it was approved unanimously.

## **Information Items**

### **1. Marketing Report**

Lee said that CALS will be running a set of ads that show the work CALS has been doing during our building closure on Channels 11, 7, 4, and 16. There will also be ads on streaming services such as YouTube, Hulu, and Apple TV.

The Roberts Library Staff are collecting COVID-19 stories from the community and asking for submissions on our website.

Lee noted that there are a few events of note coming up:

- The Six Bridges Book Festival has officially been rescheduled to October 8 through October 11. Many of the authors originally scheduled to come are still coming, including Jacqueline Woodson and Tim O'Brien.
- The Ron Robinson Theater is hosting virtual Bingo Flix events. Attendees receive their cards via email and join the watch party. They are currently planned for Tuesdays and Fridays every week.
- On May 21, Catherine Arnold will be hosting a virtual discussion about the 1918 Pandemic. All are encouraged to attend.

### **2. Director's Report**

Coulter said that an overview is included in the distributed attachment but wanted to touch on a few points. He noted that several new libraries had been added to provide meal services in the coming months. He said that CALS was also working with the Department of Education to

provide virtual reading for district youth. Our Youth Services Head at Main Amanda Ferguson has been working on that project for us.

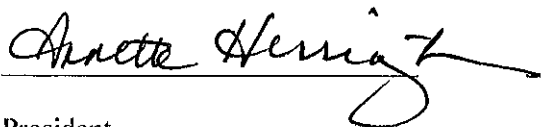
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He also added that the Rocket Lab construction on the 5<sup>th</sup> floor of the Main Library is well underway even though our building is closed.

### 3. Other

Nathan Smith, digital literacy specialist for CALS, helped to show a preview of the new ad campaign that Thoma Thoma helped the Marketing Department. It will be running in the next few weeks over local news stations, social media, and streaming services. Guerrero noted that video is terrific – short and upbeat – but wondered if it would be possible to do a Spanish voice over or translation. Lee said that she thought that would be possible.

Rousseau called the meeting adjourned at 1:13 p.m.



President



Secretary