

Central Arkansas Library System

Board of Directors Meeting

August 25, 2022, at noon

Hybrid Meeting: Darragh Center & Zoom Video Call

Board members in attendance were Stephanie Gibson-Branton, Stacey McAdoo, Brandon Grice, Audrey Evans, Andre Guerrero, Bob Brown, Esperanza Massana-Crane, Marian Berry, Jennifer Jamison, Ryan Davis, Madhav Shroff, and Sybil Jordan Hampton. Mandy Gill was absent.

Staff in attendance were Nate Coulter, Jo Spencer, Lance Ivy, Nathan James, Tameka Lee, Eliza Borné, Nathan Smith, Carol Coffey, Pam Rudkin, Joe Hudak, Kate Matthews, Jessica McDaniel, Courtney Jones, Candace White, Katie Adams, Amanda Orgel, Ellen Samples, Polly Deems, Brad Mooy, and Jordan Ford.

Also in attendance was Joe Flaherty from the Arkansas Democrat Gazette.

Action Items

1. Approval of Minutes

Gibson-Branton asked the Board to approve the June and July Minutes as presented.

Hampton moved to approve the June and July Minutes as presented. Shroff seconded the motion, and it was approved unanimously.

2. Approval of June & July Financials

Spencer reported that as of June 31, 2022, CALS assets totaled \$108,603,194.57 with a net loss of \$346,309.01 and as of July 31, 2022, CALS assets totaled \$107,512,157.49 with a net loss of \$1,587,325.51. Spencer explained that the net loss was a result of the timing of tax receipts and that CALS should be at a net income standpoint after the expected November windfall. She said taxes received for the year were up 11.4%, which she attributed to an increase in tax base, collections, and the millage rate.

Gibson-Branton filed the June and July Financials for audit.

3. Consideration of CALS Foundation Bylaws Change

Borné said that Wilson Jones, president of the CALS Foundation, appointed a governance committee to review the Foundation's bylaws and identify any necessary amendments to present to the CALS Foundation Board and CALS Board of Directors. The governance committee consisted of Annette Herrington, Luke Underwood, and Molly McNulty.

The proposed Foundation bylaws changes included:

- Enlarging the purpose of the Foundation

- Increasing flexibility by allowing an odd number of directors, from a minimum of seven to a maximum of seventeen, to serve on the Foundation Board
- Clarifying CALS as preferred recipient of assets in the unlikely event the Foundation should be terminated
- Allowing the Foundation bylaws to be amended with two-thirds vote of directors instead of majority vote
- Establishing term limits in the bylaws

Borné asked the CALS Board of Directors to approve the proposed changes to the CALS Foundation bylaws.

Berry moved to approve the CALS Foundation bylaws changes as presented. Hampton seconded the motion, and it was approved unanimously.

4. Consideration of Employee ASL Scholarship Application

Hudak asked the board to approve the application for an Arkansas State Library (ASL) scholarship for three CALS employees who have completed 12 credit hours toward their MLIS degrees:

- Jordan Ford, who currently serves as Children's Outreach Programmer for Youth Services at Main Library;
- Elizabeth Wooley, who currently serves as Branch Manager at Fletcher Library;
- Tara Protiva-Brown, who currently serves as Assistant Branch Manager at Fletcher Library

Berry moved to approve the application for ASL scholarships for these three employees. Hampton seconded the motion and it was approved unanimously.

5. Consideration of Videography and Photography Policy

Hudak asked the board to approve the consolidation and update to the CALS Videography and Photography Policy. He said previous policies were scattered throughout the Public Service Manual and, in light of the recent uptick in individuals visiting public institutions for what is referred to as First Amendment Audits, the Branch Service Coordinators thought it prudent to create one cohesive policy.

Coulter explained that First Amendment Audits involve individuals or groups photographing or filming in a public space. He said that the library is an advocate of the First Amendment and the clarified policy would help protect the privacy rights of other library patrons who do not wish to be filmed or photographed. He added that public libraries are limited public forums, meaning there are limits to what people can do and say when their actions disrupt library services.

Hampton asked about training opportunities to ensure library staff were aware of the updated policy. Hudak said branch managers would be briefed on the policy update and would train their staff accordingly. He also said physical copies of the policy would be posted publicly at each branch.

Shroff moved to approve the consolidated and updated Videography and Photography Policy. Davis seconded the motion, and it was approved unanimously.

Information Items

1. Bookmobile Preview

In May 2022, Central Arkansas voters approved a millage increase that would in part fund a new bookmobile to help CALS engage underserved communities. Ivy showed the board examples of bookmobiles similar to the one CALS purchased. He said that, due to continued supply chain issues, the earliest projection for receiving the vehicle was late 2023. He said some features of the purchased bookmobile include movable shelving and carts for materials, an ADA-standard wheelchair ramp, an awning, and a PA system with inside and outside speakers. Massana-Crane suggested the wrapping on the bookmobile feature a bilingual English/Spanish message to help Spanish-speaking community members feel welcomed.

Jessica McDaniel, CALS Community Liaison, expressed her excitement about the extended reach the bookmobile will provide for the grassroots efforts of the CALS outreach team. She said the outreach team was already serving hundreds of families in minority and underserved neighborhoods and the bookmobile would be a critical resource in communities where there are barriers to library access. Courtney Jones, Community Outreach Coordinator, said that the bookmobile would help CALS fulfill the strategic plan goal of meeting people where they are, particularly in rural communities in the CALS service area. She said the outreach team envisions the bookmobile becoming a hub of entertainment and education for under-resourced communities, with plans for concerts, movies, garden programs, cooking demonstrations, and more in addition to providing books and DVDs. Coulter added that the library is hoping to partner with local legal professionals to bring law services to underserved communities through the bookmobile as well.

Davis agreed that accessibility is an issue for many community members and praised the library's efforts to extend CALS reach. Brown asked if the bookmobile would have a planned weekly route or set up at various locations upon request. Coulter replied that the vehicle would be available for both regular stops and one-time events.

2. Update on 2022 Capital Bond Process

Spencer reported the capital bond process was on schedule and going well. She said that the bond trustee was still to be determined, but the bonds were scheduled to sell on September 15 and scheduled to close on October 17. Ivy said the funds generated from the bond process should allow for minor renovation projects at most CALS branches. He said more details would be given on the projects once the budget was confirmed. He said that an architect selection committee was scheduled to meet with architect candidates for the planned Main Library renovations. After presentations from AMR, Polk Stanley Wilcox/WER/Mark Mann, Fennell Purifoy, and Allison & Partners, Ivy said the committee will decide which firm is the best fit for the Main Library renovation project.

3. Director's Report

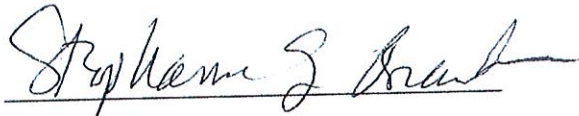
Coulter noted that he submitted his report in writing ahead of this meeting, but had a few items he wanted to highlight:

- *Banned Books Week & Six Bridges Book Festival:* Coulter asked Brad Mooy, Six Bridges Book Festival Coordinator, to speak about Banned Books Week and the Six Bridges Book Festival for 2022. Mooy said that *Melissa*, formerly published as *George*, by Alex Gino was selected as the focus for this year's Banned Books Week programming alongside *Charlotte's Web* by E.B. White. Planned programs include a writing contest, a book giveaway, a self-portraiture workshop, movie screenings, a read-a-thon, and a conversation with the author. Mooy also reported that the Six Bridges Book Festival is planned for October 20 through October 30 with a current roster of 64 authors, over 50 of whom have never presented at the festival before. Planned programs include 44 sessions with authors, 15 Writers in the Schools presentations, and 20 events including films, a concert, receptions, parties, and free exhibits.
- *Development Update:* Coulter asked Borné to update the board on Development projects. Borné was excited to report that the Development team secured new grants supporting CALS Community Resources department, the Be Mighty Little Rock meal program, the Count Up! math tutoring program, and afterschool programs at CALS branches. She also shared that CALS renewal application to the Wingate Foundation was approved, awarding CALS another \$225,000 grant to be spent in 2023. She said \$50,000 will be earmarked for community outreach, another \$50,000 will support visual arts programs, and \$125,000 will support digital literacy initiatives including funding for CALS digital literacy guides.
- *New Discover Vega Catalog:* Coulter asked James to speak about the new online catalog for CALS patrons to find materials to check out. James explained that Vega Discover, the new catalog, is part of a suite of customer relationship management tools that will enhance CALS's ability to serve patrons. He said Vega Discover is more integrated and gathers more analytic data than the old Bibliocommons catalog, allowing staff to tailor digital interactions to patron's needs. He said staff are actively creating guides to help patrons navigate the catalog change and collecting patron feedback to send to the Vega Discover development team to enhance user experience. Library staff and digital navigators have been trained to help patrons with catalog questions and a self-guided tour has been published online.
- *Metroplan Population Statistics:* Coulter said that according to Metroplan, the population of the CALS service area increased 4.2% from 330,889 to 344,643 between 2010 and 2020. The CALS service area is comprised of Pulaski and Perry Counties except for the city of North Little Rock. He said the all of the growth was in Pulaski County, with the population of Perry County decreasing slightly.


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4. Move to Adjourn

Gibson-Branton called the meeting adjourned at 1:17 p.m.



President



Secretary