

# January 29, 2020

The Faulkner-Van Buren Regional Library Board met at 5:30 PM at the Van Buren County Library. In attendance were Regional Board members Kristy Eastridge, Roger Hooper, Kelly Tester and Suzann Waggoner; Andrea Singleton, administrator of Van Buren County libraries; and John McGraw, regional director.

Kristy called the meeting to order. There was a call for nominations to serve as board chair for 2020. Suzann nominated Jeff Whittingham to be board chair. Roger seconded the motion. Kelly nominated Kristy to serve as vice-chair. Rhoger seconded the motion. Roger moved that nominations cease, and Kristy seconded the motion. The slate was approved unanimously.

The Minutes of the November meeting were read. Andrea noted that the location had been Faulkner county, not Van Buren county. Kristy noted her name was misspelled. Suzann moved that the minutes be approved as amended. Kelly seconded the motion, which was approved.

Bookkeeper reports from November and December were reviewed. John noted that the November decision to end online access to the New York Times had come too late to cancel the contract for 2020. The contract will not be renewed in 2021 unless usage increases to merit renewal.

State aid expenditures were reviewed. Roger asked why outflows exceeded income for the period. John noted that the expenses slated for approval include \$30000 for Sirsi-Dynix for the year. Roger moved to accept the expenditures. Suzann seconded the motion, which was approved.

Statistics were reviewed.

## New Business

John presented a resolution giving the current board, plus Andrea and John, the authority to sign Regional checks. Roger moved to accept the resolution. Kelly seconded the motion, which was

approved.

Linked or Group accounts were discussed. John discussed issues with patrons abusing the policy as it currently stands, but also questioned whether they are legal under Arkansas laws governing the privacy of library records. A broad discussion of the existing state law followed. John proposed that we discontinue the feature with Sirsi-Dynix. Suzann moved to end Linked/Family/Group accounts when we move to the Symphony ILS in March. Roger seconded the motion, which was approved.

Andrea discussed replacement charges for cards. John noted that Faulkner county does not do a consistent job with the policy as it currently stands. Suzann moved to make every replacement card \$1. Kelly seconded the motion, which was approved.

John discussed another aspect of card policy: the requirement that the card be physically present. While we currently disallow photos or photocopies or scans of cards, the mobile app we will introduce in March generates patrons' barcodes for scanning. Also, as Faulkner county introduces self-check machines, we will be in no position to police that policy. Roger moved to allow patrons to use copies and other representations of their card to access their account. Kelly seconded the motion, which was approved.

John asked that the Region assume the cost to send three staff to the COSUGI conference hosted by Sirsi Dynix for its customers. One staff member was getting conference and lodging fees waived, and John wanted to bill the Regional account for two conference registrations and air fare for three. John explained that this would give the system needed training on circulation, cataloging, and the technical backbone to everything. Kelly moved to create a budget line of \$2600 for Conferences in the Regional budget for these three staff members. Roger seconded the motion, which was approved.

There being no other new business from the floor, Roger moved to adjourn. Suzann seconded the motion.

The meeting adjourned at 6:55 PM.

**April 22, 2020**

Chairman Jeff Whittingham called the Faulkner-Van Buren Regional Library Board to order on April 22, 2020, at 5:30 PM via Zoom. In attendance were Regional Board members Kristy Eastridge, Kelly Tester, Suzann Waggoner and Jeff Whittingham; as well as Regional Director John McGraw.

Minutes of the January 29 meeting were reviewed. Suzann moved to accept the minutes as presented. Kelly seconded the motion, which passed.

Bookkeepers Reports were reviewed. There was a call for comments or questions.

State aid expenditures were reviewed. Kristy moved to approve the expenditures. Suzann seconded the motion, which passed.

Statistics were reviewed. John noted that Kanopy had been growing well every month, and had 1100 users already for the year.

### Old Business

The COSUGI conference that the Regional board had agreed to pay for was cancelled. A refund is being pursued for the travel costs.

### New Business

In response to board training from the state library, the Van Buren county library board would like the Regional board to fund 5 email accounts, such as the Faulkner county board employs for board business. Kristy moved to increase the electronic/online services budget line to accomodate 5 email accounts for the Van Buren county board. Kelly seconded the motion, which passed.

John discussed how the Regional library system was responding to COVID19. While buildings are closed, promotion has turned to the online offerings the Region pays for. The Faulkner

County board had agreed to match the Regional funding for Hoopla in April, doubling the funds available for borrowers using that service. Kanopy was doing well and is significantly under-budget. Summer Reading could be a problem and we may have to pivot to online performances.

Kelly motioned to adjourn at 5:49. Suzann Waggoner seconded the motion and the board adjourned.

## **September 30, 2020**

Chairman Jeff Whittingham called the Faulkner-Van Buren Regional Library Board to order on September 30th, 2020, at 4:30 PM. In attendance were Regional Board members Kristy Eastridge, Suzann Waggoner and Jeff Whittingham; as well as Regional Director John McGraw. Joining via Zoom was Regional Board member Kelly Tester.

Minutes of the April 22 meeting were reviewed. Kristi moved to accept the minutes as presented. Suzann seconded the motion, which passed.

Bookkeepers Reports were reviewed. There was a call for comments or questions. John noted that Migration services were a one-time expense that would not be budgeted for in 2021.

State aid expenditures were reviewed. John reported that the state library had ceased subsidies for OCLC, which is critical both for cataloging the collection and for Interlibrary Loans. The result is a larger cost for OCLC than the budget line. Kanopy continues to pull in views far below budget. Kristy moved to approve the expenditures. Suzann seconded the motion, which passed.

Statistics were reviewed. John noted that Hoopla and Overdrive were making additions to their lending models, introducing what the other currently offers.

Old Business

There was a call for old business.

### New Business

There was a call for new business.

John noted that the final meeting of the year should approve a budget for the coming year, and asked board members to look at the existing budget and see if any changes need to be made. John said that the digital offerings at present are offering a good return on investment and provide a wide variety of materials for patrons.

John also offered to circulate the Regional bylaws, in case anyone saw a need to amend those.

The budget meeting will be October 28th at 5PM in Conway.

Kristy motioned to adjourn at 5:11. Suzann Waggoner seconded the motion and the board adjourned.

## **October 28, 2020**

Chairman Jeff Whittingham called the Faulkner-Van Buren Regional Library Board to order on September 30th, 2020, at 5:04 PM. In attendance via Zoom were Regional Board members Kristy Eastridge, Kelly Tester, Suzann Waggoner and Jeff Whittingham; as well as Regional Director John McGraw and Lisa Nelson.

Minutes of the September 30 meeting were reviewed. Kelly moved to accept the minutes as presented. Suzann seconded the motion, which passed.

Bookkeepers Reports were reviewed. There was a call for comments or questions.

State aid expenditures were reviewed. Kristy moved to approve the expenditures. Suzann seconded the motion, which passed.

Statistics were reviewed. John noted that the Faulkner county board had authorized matching the Regional cost of Hoopla for two months, which had not produced an immediate doubling of use in the spring, but had allowed an overage that has slowly been spent down over the course of the year.

### Old Business

There was a call for old business.

### New Business

John presented a budget for 2021. It shows a reduction of \$17,000 in state aid, and an increase in costs for OCLC, a vital tool for cataloging and Interlibrary Loan. While the budget shows a deficit of \$6369, John noted that only \$2,272 had been spent of the \$11,000 committed to Kanopy, and believed that even if Kanopy were to double its usage next year, the carryover would still exceed \$6369. Kelly moved to accept the budget as presented. Kristy seconded the motion, which passed.

John thanked Jeff and Kristy for two years of service to the Regional board. He noted that Kelly was due to inherit the chairperson duties in 2021, and Suzann the vice-chair. The board tentatively selected the fourth Wednesday of January (the 27th), April (the 28th), July (the 28th), and October (the 27th) for meeting dates, alternating between Clinton and Conway. John asked Lisa to add board membership to the next Van Buren county board meeting, and he would do the same for Faulkner county.

Suzann motioned to adjourn at 5:18. Kelly seconded the motion and the board adjourned.