

Southeast Arkansas Regional Library

MINUTES

Regional Board Meeting

April 19, 2021

The Southeast Arkansas Regional Library Board met at the Monticello Meeting room and via Zoom on Monday, April 19, 2021. The meeting was called to order by Board President, Kim Forrest. The new Monticello Branch Manager, Shannon Rodriquez, was introduced to the board.

The minutes of January 25, 2021 were presented in printed form. Some corrections were noted. Sandra Crofford made the motion to approve the minutes as corrected, seconded by Dianna Harmon and the minutes were approved. The financial report was presented in printed form. Debby Bland made the motion to approve, Dianna Harmon gave the second and the motion was approved.

The Director gave her report to the board. The report included Covid updates. As of this date all branches of the Southeast Arkansas Regional Library are open back to normal business hours and checked out material is no longer being held in quarantine. The Director reported the Annual Library survey was completed and everyone was working hard on the Summer Reading programs. Reathel Privet made the motion to accept the Director's report. Elgenia Ross made the second and the motion passed.

Under old business, the Director reported that the Branch Improvement Committee had not met because of COVID however she had been working with the Branch Managers on what improvements they would like to see happen at their branch.

First under new business was the Christmas closures. Christmas Day falls on a Saturday this year and the Director recommended closing the two additional days on December 23 & 24. Dinah Cox made the motion to accept the recommendation and Nancy Vittitow made the second. The motion was approved. Next on the agenda was the annual audit. The Director reported it was the policy of the region to engage a qualified accounting firm at least every 3 years. The Director made the recommendation to engage an accounting firm this year instead of an internal audit since funds were budgeted. Sandra Crofford made the motion to have the external audit, Dianna Harmon gave the second and the motion passed.

Next, under new business, the Director reported on the American Rescue Plan Act which provided Arkansas with \$2.6 million. Of that amount the Regional Library will be eligible for \$64,944.70 to be used for items in seven categories: Digital Inclusion, Technology, Collection Development, Workforce Development, Healthy Community, COVID Response, and Outreach and Accessibility. The Director stated that the window for applying for the funds would not be long. After discussion, Reathel Privet made the motion for the Director to make the decision on where best to apply the funds. Jerry Moore seconded the motion and the motion passed. The Director stated that before the grant was submitted she would send out an email to the board with a report. It was suggested that a report be sent to the branches for pick up for those without emails.

The Director shared a letter from Dr. Romero in response to her letter urging the inclusion of library workers in category 1B for receiving the COVID-19 vaccine. The Director reported that the

Arkansas Department of Health did make the decision to include library workers in phase 1b for the vaccine. At this time about half of the regional staff has been vaccinated.

The next Regional Board meeting will be held on July 19, 2021 in Chicot County (tentatively). A letter will be sent after the details have been arranged. A motion was made by Debby Bland and seconded by Vertie Staples to adjourn and the meeting was adjourned

Members present: Jerry Bailey, Debby Bland, Sandra Crofford, Dinah Cox, Mack Jewel Grant, Dianna Harmon, Kim Forrest, Jerry Moore, Reathel Privett, Elgenia Ross, Vicki Ross, Vertie Staples, Cindy Smith, Nancy Vittitow, Vernestine Wilson, and Director, Judy Calhoun. Via Zoom: Gaynell Jamison, Ruth O'Loughlin, Cliff Morgan, Cindy Smith. Phone In: Diane Parnell