

## **Southeast Arkansas Regional Library**

### **MINUTES**

Regional Board Meeting

July 15, 2019

The Southeast Arkansas Regional Library Board met on Monday, July 15 at the Star City Branch Library. The meeting was called to order at 10:32 by Board Chair, Sandra Crofford. Simone Kirk, Star City Branch Manager, was introduced to the board.

Roll call was taken. In order, to have a quorum, Vickie Ross attended by phone until Gaynell Jamison could arrive. The minutes of April 15, 2019 were presented in printed form. There were no corrections. Jeri Brewer made the motion to approve the minutes as presented, seconded by Diane Parnell. The minutes were approved.

The financial report was presented in printed form. The second page of the report, which shows end of quarter bank balances was passed out at the meeting. The Director explained that the bank statements do not arrive in time to reconcile before sending out the report in the board packets. From this point on, the bank statement section of the financials will be presented at the meeting. Raymond Staples made the motion to approve the financial report as presented. Vernestine Wilson gave the second and the motion was approved.

The Director gave her report to the board. The report included an update on the Region's inventory and branch building books. The Director shared two building books with the board. The IRS tax forms for the Friends of the Library groups were filed. This is to insure the groups do not lose their 501c3 status. A new Regional Facebook page has been created. The Director also reported on the rain damage around the region. There was a discussion concerning water damage to the Dermott Library that has led to severe wood damage to the library. Pictures of the Warren renovation were shared with the board. VOX books and Binge Boxes were introduced to the board. The books are in Monticello, Warren & Dumas but will be added to other branches at a later date. The binge boxes are in Monticello, Warren & Star City. The Director also reported on a break-in at the McGehee Library. The back door was damaged and money was taken from the manager's office.

In unfinished business, the Director gave an update to the board concerning Lincoln County. On April 24th, the Regional Director & Lincoln County Library Board met with the County Judge, Treasurer, and County Attorney and one Quorum Court member to review the matter. At the meeting, the County did not wish to discuss repayment of the misappropriated funds of 2017 & 2018, but did propose paying utilities this year. County Attorney, Clint Todd, wrote a letter proposing to amend the 2019 County budget to include a line item under County General of \$11,000 for the library electric bill, with any unused funds to be donated to library programs. The Director and members of the Lincoln County Board will be attending the Quorum Court Meeting tonight. During discussion with Judge Earnest, the board made a motion to present the Lincoln County Quorum Court a counter-proposal. A motion was made by Cristy Dunnahoe that the counter-proposal will be that Lincoln County pay all utilities out of County General and any excess funds be returned to the Southeast Arkansas Regional Library system as reimbursement for funds spent in error in 2017 & 2018. The motion was approved by Dianna Harmon and the motion carried. The Director and members of the Library Board will be attending the Quorum Court meeting tonight to present the proposal.

New bank signature cards was under new business. Because too much time had lapse getting new check signature cards signed, Commercial Bank would like new minutes approving alternative signers. A motion was made by Laurie Black to remove Diane Parnell from the Regional Checking Accounts and add Cristy Dunnahoe and Jerry Moore. Vickie Ross will remain on the signature card. With a new Branch Manager in the Dumas Branch, bank signature cards need to be update there as well. A motion to remove Sheri Fisher from the Dumas Library checking account and add Hunter Bennett was made by Laurie Black. The second was given by Dianna Harmon and the motion was approved.

The next Regional Board meeting will be held on October 21, 2019 in Drew County. A letter will be sent after the details have been arranged. A motion was made by Laurie Black to adjourn and the meeting was adjourned. The Lincoln County Board provided a delicious lunch.

Members present: Laurie Black, Jeri Brewer, Sandra Crofford, Cristy Dunnahoe, Dianna Harmon, Gaynell Jamison, Jerry Moore, Diane Parnell, JoAnn Rawls, Vickie Ross (call in), Cindy Smith, Raymond Staples, Vernestine Wilson, Judge Buddy Earnest, and Director, Judy Calhoun.