

Southeast Arkansas Regional Library

MINUTES

Regional Board Meeting

July 20, 2020

The Southeast Arkansas Regional Library Board met virtually via Zoom on Monday, July 20. The meeting was called to order at 10:34 by Board President, Sandra Crofford. President Crofford welcomed everyone and called the meeting to order.

The minutes of April 20, 2020 were presented in printed form. There were no corrections or additions. Debby Bland made the motion to approve the minutes as presented, seconded by Elgenia Ross and the minutes were approved. The financial report was presented in printed form. The Director pointed out the negative balances in the COVID Supplies category that would be addressed during the business meeting. A revised bank statement was sent by email before the board meeting to reflect the addition of interest that was not available when board packets were sent out. Dianna Harmon made the motion to approve, Jerry Moore gave the second and the motion was approved.

The Director verbally gave her report to the board. The report covered the Region's preparations in order to reopen the libraries to the public. The Director stated that as of June 9, all branches were open to the public but with limited hours. The staff continues to work their normal hours. Summer Reading was a big concern for the staff as well. The Arkansas State Library purchased a reading app called READSquared for libraries to use, however SEARL library staff voted to create a Summer Reading Fun Packet for participants to take home. The packets were printed at the Wrightsville prison unit, who did an outstanding job. Other branch activities included installing Storywalks, Ispy games and virtual storytimes. Laurie Black made a motion to accept the Director's report, seconded by Gaynell Jamison.

There was no old business. Under new business, the Director recommended moving \$6000 from the Region's discretionary income to cover the cost of COVID-19 supplies. This should be enough to cover any additional costs for the rest of the year. Debby Bland made the motion to approved the budget revision. Laurie Black made the second and the motion was approved. Two proposed policy changes were introduced. The first policy proposal under salary was concerning the delivery of payroll checks at the end of the month. After discussion, a motion to table the proposed policy change until employees are polled concerning direct deposit and more information from the bank was obtained. Dianna Harmon made the motion and second by Jerry Moore. The motion to table was approved. The second proposed policy change concerned bonuses. The proposed change will allow tenure bonuses to be given at the end of employee's anniversary month. Laurie Black made the motion to accept the bonus policy as presented. Debby Bland made the second and the motion passed.

Next under New Business was the selection of the 2021 Budget Committee. Only representatives from Desha and Chicot were needed to serve with the board officers. Dinah Cox volunteered to represent Desha County and Debby Bland volunteered to represent Chicot County. Jerry Moore made the motion to approve the budget committee and Laurie Black made the second. The motion was approved.

Christmas Holidays was next on the agenda. The Director recommended closing the region, December 24. 25 & 26 for the Christmas holiday. Laurie Black made the motion to approve, Gaynell Jamison gave the second and the motion passed.

Under announcements, the Director read the thank you card from the wife of Raymond Staples. It was also suggested that a book be purchased for the Eudora Branch Library in memorial of Mr. Staples.

It has not been determined where the next Regional Board meeting will be held. A letter will be sent after the details have been arranged. A motion was made by Debby Bland and second by Gaynell Jamison to adjourn and the meeting was adjourned

Members present by Zoom: Debby Bland, Jeri Brewer, Dinah Cox, Sandra Crofford, Cristy Dunnahoe, Kim Forrest, Dianna Harmon, Gaynell Jamison, Jerry Moore, Diane Parnell, Elgenia Ross, Vicki Ross, Vernestine Wilson, and Director, Judy Calhoun. Phone In: Laurie Black and Cliff Morgan