

**Cross County Library Board of Trustees
Regular Session, April 25, 2017
MINUTES**

 The Board of Trustees of the Cross County Library met in regular session on Tuesday, April 25, 2017 in the ECARL Regional Librarian’s Office at the Cross County Library. Present were Joy Shepherd, Chair, and Trustees Jerry Harvey and George Anne Draper. Also present were the Rev. John Paul Myrick, Regional Librarian/Executive Director. Mrs. Asti Ogletree, who had recently been promoted from the Youth Services Coordinator to Operations Manager for the Cross County Libraries arrived later, having been in another meeting.

 The Chair called the meeting to order at 4:06 PM. The first item of business was to adopt the minutes of the January Regular Session and the Called Session held in March. Mr. Harvey motioned to adopt both sets of the minutes. Mrs. Draper seconded his motion. Chairperson Shepherd concurred, and the motion carried.

 On a motion by Mrs. Draper, seconded by Mr. Harvey, and with the Chair’s concurrence, the January, February and March 2017 Financial Reports were approved.

 The loss of Miss Miller as Operations Manager of the Cross County Libraries and as Deputy Director of the Regional Library was discussed as the Operations Reports for January through March were considered by the Board. Miss Miller resigned effective April 7th to take a position as a public library administrator in her hometown in Missouri. Mrs. Ogletree’s work towards a Graduate Certificate in (Library) Youth Services was briefly discussed, and Mr. Myrick announced that she would be continuing on working towards her Master’s degree in Library and Information Sciences at the University of Southern Mississippi this fall. The Board congratulated her on her recent promotion. Mr. Harvey motioned to approve the reports. Mrs. Draper seconded the motion, and with concurrence by the Chair, the reports were approved.

 Under unfinished business, Mr. Myrick presented the Board with printed copies of the proposed Long-Range Plan for the East Central Arkansas Regional Library, including the Cross County Library. Mr. Myrick explained that no action was necessary, but asked the trustees to carefully review the plan for clarifications or changes. The plan will be acted upon by the county boards in their next meeting, and by the Regional Library Board later in the year. The plan covers the years 2017 through 2022.

 Under new business, Mr. Myrick presented proposed Board Resolution 2017-B, which added Evolve Bank and Trust, Wynne Branch to the list of depository institutions for the library. Mrs. Draper moved that the resolution be adopted. Mr. Harvey seconded the motion. The Chair concurred and the motion carried.

 Mr. Myrick discussed the proposed changes to the Board’s Bylaws which had been previously presented. He stated that no additional changes had been recommended, and that if there were no further proposed changes he would present those to the Regional Board for adoption in May. The Board recommended no other changes. Mr. Myrick stated that if there were changes, to please get them to him immediately to meet the amendment timetable requirements set forth in the existing Bylaws.

 Mr. Myrick presented the proposed 2018 General and Capital Funds Budgets to the Board for their review. He pointed out the budgets called for a 2% cost-of-living and 1.5% merit raise for all employees, covered rising health insurance costs, increased expenditures in marketing, collections and programs, met many of the cost outlays planned within the proposed long-range plan, allowed for the purchase of a third vehicle with the 2012 Ford slated to be assigned to Woodruff County, and other actions. He asked that the Board review the budget, get clarifications and/or recommend changes within the coming month. The County Libraries will adopt the budget at their next meeting, with the Regional Board adopting the budget later in the summer, well ahead of the county-imposed deadlines for submission.

 While discussing the financial matters, Mr. Myrick mentioned the financial condition of the Library was very good, and that, in developing the budget, he was taking steps to earmark non-projected incoming revenues specifically for savings, as the library had during Mrs. Shaver’s administration. He recommended that, should the Board so desire, now would also be a good time to move funds between accounts to increase savings, and recommended that $10,000 be moved from the General Fund to the Building Fund. The Chair stated she felt it was always good to set aside savings whenever possible. Mr. Harvey made the motion that the funds transfer be effected. Mrs. Draper seconded the motion. The Chair concurred, and the motion carried.

 Mr. Myrick reminded the Board that the Regional Library Board would meet on Thursday, May 25th at the Wynne Branch and that all members of both county library boards were asked to be in attendance as this was the biennial training session for the Board. Mr. Dwain Gordon, Deputy Director of the Arkansas State Library will be providing the training this year.

With no further business, Mrs. Draper made the motion to adjourn. Mr. Harvey seconded her motion. The Chair concurred and adjourned the meeting at 4:40 P.M.

Respectfully submitted,

Rev. John Paul Myrick, MLS
Regional Librarian/Executive Director
Secretary to the Board