

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

The Board of Trustees of the Cross County Library met in regular session on Tuesday, July 25, 2017 in the Lolly Shaver Room at the Cross County Library. Present were Trustees Kitty Bingham and George Anne Draper with proxy for Jerry Harvey. Also present were the Rev. John Paul Myrick, Regional Librarian/Executive Director, and Mrs. Asti Ogletree, Operations Manager for the Cross County Libraries. Trustee Renee Boeckmann arrived shortly after call to order.

Vice Chair Bingham asked Rev. Myrick called the meeting to order at 4:03 PM. The first item of business was to adopt the minutes of the April Regular Session. Mrs. Bingham motioned to adopt the minutes. Mrs. Draper seconded his motion. Rev. Myrick called roll.

Trustee Bingham - Yes

Trustee Boeckmann – Yes

Trustee Draper – Yes

Trustee Draper on behalf of Trustee Harvey – Yes

All aye, motion carried.

On a motion by Mrs. Bingham, seconded by Mrs Draper on behalf of Mr. Harvey, April, May, and June 2017 Financial Reports were approved by the following vote:

Trustee Bingham - Yes

Trustee Boeckmann – Yes

Trustee Draper – Yes

Trustee Draper on behalf of Trustee Harvey – Yes

Mrs. Ogletree briefly discussed the success of May programming and told the board that she would bring numbers regarding the Summer Reading Program at the next meeting. Ms. Bingham motioned to approve the reports. Mrs. Boeckman seconded the motion. The vote was as follows:

Trustee Bingham - Yes

Trustee Boeckmann – Yes

Trustee Draper – Yes

Trustee Draper on behalf of Trustee Harvey – Yes

The motion to accept the reports was approved.

Under unfinished business, Rev. Myrick readdressed the board regarding proposed Long Range Planning document that was introduced to at the last meeting. With no questions he recommended the adoption of the 2017-2022 Long Range Plan. Trustee Bingham moved to adopt the plan. Trustee Boeckmann seconded the motion. The vote was as follows:

Trustee Bingham - Yes

Trustee Boeckmann – Yes

Trustee Draper – Yes

Trustee Draper on behalf of Trustee Harvey – Yes

The motion to adopt the Long Range Plan was approved. .

Rev. Myrick then discussed the 2018 budget and recommended the adoption. Trustee Bingham asked about the amount listed for 2018 special projects. Rev. Myrick explained that the cost is half of the anticipated cost of acquiring another transit vehicle. This cost will be split between the both Cross and Woodruff counties using the 60%/40% ratio as usual . Trustee Bingham motioned to adopt the 2018 budget. Trustee Boeckmann seconded. The roll call vote was as follows:

 Trustee Bingham - Yes

Trustee Boeckmann – Yes

Trustee Draper – Yes

Trustee Draper on behalf of Trustee Harvey – Yes

The 2018 Budgets were adopted.

In new business, Rev. Myrick presented the proposals for Janitorial and Lawn Care services. He explained that by accepting the proposal from DFS Lawn Care the library would be able to use one contractor for lawn and chemical services rather than contracting through 3 separate companies. DFS was not the low bidder on the Wynne project, but did follow instructions and submit copies of all necessary licenses, insurance and references. Trustee Boeckmann moved to award the Lawn Care contract to DFS Lawn Care. Trustee Bingham seconded and the motion passed with a roll call vote as follows:

 Trustee Bingham - Yes

Trustee Boeckmann – Yes

Trustee Draper – Yes

Trustee Draper on behalf of Trustee Harvey – Yes

After a lengthy discussion regarding the lone proposal for janitorial services received. , Trustee Boeckman recommended increasing janitorial services to 5-days per week. With that recommendation Trustee Bingham moved to award the Janitorial bid to JaniKing, providing services 5 days per week. Trustee Boeckmann seconded and the motion passed with a roll call vote as follows:

Trustee Bingham - Yes

Trustee Boeckmann – Yes

Trustee Draper – Yes

Trustee Draper on behalf of Trustee Harvey – Yes

Trustee Draper admitted she was happy that the library was partnering with ASU/Midsouth Adult Education to provide GED classes in Cross County. Rev. Myrick explained that this would cut into availability of the Shaver Room for both public and library events. Rev. Myrick also told the board about the anticipated technology updates that ReBara will be making in each library. Rev. Myrick then noted that he along with Mrs. Ogletree and Mrs. Golden would be attending the annual Association for Rural and Small Libraries national conference in early September. He also reminded the board that the next meeting would be on Tuesday, September 26th.

With no further business, Trustee Bingham made the motion to adjourn. Trustee Boeckmann seconded her motion. The vote to adjourn was as follows:

Trustee Bingham - Yes

Trustee Boeckmann – Yes

Trustee Draper – Yes

Trustee Draper on behalf of Trustee Harvey – Yes

Having the unanimous approval of the Board, Rev. Myrick adjourned the meeting at 4:45 P.M.

Respectfully submitted,

Asti Ogletree

CCL Operations Manager