



APPALACHIAN REGIONAL LIBRARY BOARD MEETING MINUTES -- draft

Wilkes County Public Library

Thursday, September 29, 2022 at 1:00 p.m.

(Action items in **bold**.)

Present: Doug Butler, Jan Noffsinger, Karen Moll, Kyle Hall, Margaret Lobe, Sandi Basel, Patricia Swartzbaugh, Roberta Jackson, Ola Norman (for Bill Davis), Gwen Minton (for Casey Joe Johnson), Arnold Lakey, and Beth Tharrington.

Present for the Library: Jane Blackburn, Director; Tammy Holston, Finance/Personnel Manager; and County Librarians Monica Caruso, Laura McPherson, and Suzanne Moore.

1. Call to Order

Chairman Doug Butler called the meeting to order at 1 pm. New members Patricia Swartzbaugh from Watauga, Karen Moll from Ashe, and Arnold Lakey from Wilkes were introduced. Local board members sitting in for absent members from Wilkes, Gwen Minton and Ola Norman, were introduced.

2. Additions/Deletions and Approval of Agenda

Margaret Love moved to approve the agenda, Jan Noffsinger seconded, and the motion passed.

3. Approval of the Minutes of the July 2022 meeting

After a comment that the minutes should list board members who are absent, Sandi Basel moved that the amended minutes be approved, Kyle Hall seconded, and the motion was passed.

4. Correspondence and Communications

None

5. Reports: County Librarians and Regional Director

See attached reports

6. Unfinished Business

•Report from Search Committee, and closed session to discuss Interim Director if no new Director is hired by Jane's retirement

Doug called for an executive session citing personnel matters. The two substitutes from Wilkes did not remain in the executive session. When the executive session was closed and the meeting reopened, Kyle Hall moved to approve the motion made in executive session, Jan Noffsinger seconded, and the motion passed.

7. Reports of Standing Committees

Budget and Finance

•22-23 Local budget revisions

•22-23 State Aid budget revisions

Tammy Holston, Finance Officer, reviewed the budget revisions. The committee recommended voting to approve the changes and the motion passed.

•Report from Tammy Holston, Finance Officer, on interest earned on money in NCCMT accounts and request to move remainder of Marsh money held out for this year into an NCCMT account for better returns

- Report from Tammy Holston, Finance Officer, on the better interest being earned on funds in the NCCMT accounts and requested to move the remainder of the Marsh money held out for this year into an NCCMT account for better returns. Kyle Hall made a motion to do this, Beth Tharrington seconded, and the motion passed.
- Report from Tammy Holston, Finance Officer, advising the board of a number of old pieces of technology equipment that have been surplused.

Governance:

No report

Personnel:

No report

8. New Business

•**Request to close on Dec. 27 for Sunday Dec. 25, and to close Monday, Jan. 2 for Sunday, Jan. 1**

Arnold Lakey made the motion to approve this request, Roberta Jackson seconded, and the motion passed.

•**Administrative Plan for using Nonrecurring Funds State Aid funds (ARPA \$)**

Jane Blackburn, Director of Libraries, reported on the library administrative plan for using the nonrecurring ARPA funds (see attached): Purchase of a new regional courier van, 8% bonus to staff as a thank you for sticking with us during COVID, money for audit's extra cost, new cell phone for IT Manager, new laptop and PC for new director, and the remainder to be split three ways between counties for use as County Librarians see fit. Kyle Hall suggested setting aside \$6,000 from the remainder to be spent as the board will determine. Sandi Basel made a motion to accept the plan with Kyle's revision, Jan Noffsinger seconded, and the motion passed.

•**Nominations Committee report on slate of officers to serve for the 22-23 term and Election of officers**

The slate of officers reported: Chair (from Wilkes) Bill Davis, Vice-Chair (from Watauga) Margaret Love, and Secretary (from Ashe) Karen Moll. Sandi Basel made a motion to accept this slate unanimously, Patty Swartzbaugh seconded, and the motion passed.

•Next followed a discussion of several matters that are not mentioned or made clear or that do not work well in the ARL Board By-Laws. Doug suggested that the Governance Committee to be appointed by Bill as the new Chairman meet to address the issues that had been raised, including 1) May substitutes for a regional board member from the local advisory board vote on regional issues? 2) Should officers be elected in July rather than September? 3) Must the chair rotate regularly amount the counties?

9. **Adjournment**

Karen Moll made a motion to adjourn, Beth Tharrington seconded, and the motion passed.

Next meeting November 17, 2022 at the Watauga County Public Library.