

**ARL Board Meeting Minutes**  
**July 18, 2024 at 1 pm**  
**Ashe County Public Library**

Present: Arnold Lakey, Brenda Dobbins, Karen Moll, Sandra Basel, Jan Noffsinger, Patricia Swartzbaugh, Doug Butler, Kyle Hall, Bill Davis, Margaret Love

Absent: Roberta Jackson

Staff: Jacob Starks, Tammy Holston, Monica Caruso, Suzanne Moore, Laura McPherson

1. Call to Order: Patty called the meeting to order at 1:32 pm (delayed start due to fire alarm issues)
2. Additions/Deletions and Approval of Agenda
  - a. Discussion: Remove Closed Session
  - b. Motion: Sandy; Second: Jan; All approved
3. Approval of the Minutes
  - a. Minutes of the May 2024 Meeting
    - i. Discussion
      1. Beth had resigned but was marked absent
      2. Last bullet of Budget & Finance Report: Change "overtime" to "comp time"
    - ii. Motion: Arnold; Second: Jan; All approved
  - b. Minutes of the May 2024 Closed Session
    - i. Discussion: tabled
4. Correspondence and Communications
  - a. Ray Pickett will be in Ashe at Sweet & Savory
  - b. Jennifer Pratt SLNC visited and applauded use of ARPA funds
5. Reports: County Librarians and Regional Director
  - a. See reports on board archive at: <https://www.arlibrary.org/board-archive>
6. Unfinished Business
  - a. None
7. Reports of Standing Committees
  - a. Budget and Finance
    - i. Approve Final June 30th FY23/24 Budgets
    - ii. Approve Updated FY 24/25 Budgets
      1. State Aid FY 24/25 Budget
      2. Ashe FY 24/25 Budget
      3. Watauga FY 24/25 Budget
      4. Wilkes FY 24/25 Budget
      5. SFRF (ARPA) Bonus Proposal
        - a. Motion: Margaret; Second: Jan; All approved
    - iii. Discussion
    - iv. Motion: Karen; Second: Margaret; All approved
  - b. Governance
    - i. Update: Last meeting in May, we discussed changes to several policies, but we then decided there should be feedback from the county librarians

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and the DOL. In fall/winter, we will hopefully be ready to amend some of these policies.

- c. Personnel
  - i. Library Assistant position proposal
    - 1. Discussion: Arnold asked if this would be a regional position
    - 2. Motion: Jan; Second: Kyle; All approved
  - ii. Exempt/Nonexempt FLSA Rulings Update
    - 1. With approved budgets, all libraries except one could bring exempt employees to the minimum level, and at that library, there is one employee who will become nonexempt
- 8. New Business
  - a. Proposed Watauga Library Closure for Ron Rash Event on August 7
    - i. Discussion: fairness among libraries; fairness to staff; setting a precedent for closing for events could create issues
    - ii. Motion to follow the existing policy regarding library closures: Sandy; Second: Doug; All approved
  - b. Board Member Vacancies
    - i. Wilkes: will have two new members
    - ii. Watauga: not sure who will replace Roberta
    - iii. Ashe: no new members at this time
  - c. Nominations for Regional Officers
    - i. Ashe: Chair: Doug Butler
    - ii. Wilkes: Vice Chair: Arnold Lakey
    - iii. Watauga: Secretary: Patty Swartzbaugh
  - d. All Staff Summer Outing
    - i. Hickory Crawdads Picnic
    - ii. Boone Bigfoots (season ends in July)
    - iii. Park get-together
    - iv. Arbor Crest Gardens
    - v. North Wilkes Motor Speedway
    - vi. Discussion to establish a subcommittee
- 9. Adjournment
  - a. Motion: Karen
  - b. Time: 2:55 pm
- 10. Next meeting will be September 19 at the Wilkes County Public Library at 1 PM