

Lonoke County Libraries
Board of Trustees Minutes
May 22, 2025 @ 5:30 p.m.

1. The meeting was called to order at 5:38 p.m. by Val Turner.
 - A. Board Members Present: Val Turner, Melissa Pay, Jennifer Wilson, Kay Roberts and Pepper Wyllia.
 - B. Staff Present: Stacy Barker, Director; Melissa Moody, Director's Assistant; Nan Palmer, England Branch Manager.
 - C. Others Present: Bob Schelle and Jerri Ott from Schelle Architect.
2. Approval of 4/24/25 meeting minutes.

A motion was made to approve the minutes with the added change of under #9 (Other Discussion), for the Director to create a plan of responsibilities when absent.

Motion: Jennifer Wilson Second: Pepper Wyllia Vote: Unanimous

3. Funds allocated for England Building Phase 2
 - 3008 Operating Fund-\$477,823.73
 - 3408 Sales Tax Fund-\$500,000.00
 - Total Funds Available-\$977,823.73

Stacy Barker went over the funds available to start Phase 2 of the England Building Project.

4. Phase 2 plans-(see attached)

- A. Schelle Architect- Jerri Ott gave a report.

Jerri went over Phase 2 plans including taking walls out of the kitchen, the kitchen will be confined but very open. There will always be visual oversight.

There will be a fully accessible restroom, storage for makerspace, teen YA stacks and a gaming center wired for 3 gaming stations. There will also be an enclosed workroom for staff and the flooring will consist of vinyl plank flooring and carpet in the workroom. In the back corner of the building will be all the mechanical equipment and storage.

She let the board know the good part about this phase is the cost should be considerably less than Phase 1 because the most expensive part of the renovation has already been done.

Stacy let the board know we already have computer stations, shelving and a couple of work desks.

- B. Questions/Discussion:

Pepper asked where is the safest place to gather people in case of bad weather and the reply was the server room or bathrooms. Jerri also let the board know all the glass is tempered safety glass and the outside windows are insulated glass.

Nan asked about the sidewalk, she would like for the sidewalk that the city put in to connect to the building, and was told that would be possible.

Pepper asked if the back door was handicap accessible and the answer was yes.

Jennifer asked if we were happy with the previous contractor and Jerri and Stacy said yes.

There are a few issues with Phase 1 that need to be worked on, but there is a 1 year warranty and they will be addressing the issues.

Jerri also let the board know she was not worried about the Erate deadline of September, she believes all IT related things will be done by that date.

June 3, 2025 @ 10:00 a.m. is the scheduled date for walk-through for the bids. On June 12th is when the public open bidding begins.

On June 16th, 2025 the board will meet at 5:00 by zoom to go over the bids.

A motion was made to approve the England Public Library Phase II drawings and proceed with Contractor bids.

Motion: Pepper Wyllia Second: Melissa Pay Vote: Unanimous

6. Other Discussion:

A motion was made to go into Executive Session at 6:30 p.m. to discuss Personnel.

Motion: Jennifer Wilson Second: Pepper Wyllia Vote: Unanimous

A motion was made to come out of the Executive Session at 7:35 p.m.

Motion: Melissa Pay Second: Jennifer Wilson Vote: Unanimous

7. Next meeting **June 16, 2025** by Zoom

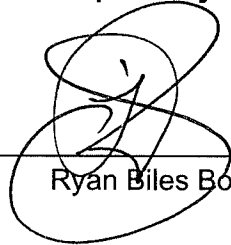
Next Quarterly meeting **July 24, 2025 @ 5:30 p.m.**-Lonoke Public Library

8. Adjourn

A motion was made to adjourn the meeting at 7:39 p.m.

Motion: Pepper Wyllia Second: Jennifer Wilson Vote: Unanimous

Respectfully Submitted By:

A handwritten signature in black ink, appearing to read 'Ryan Biles', is written over a horizontal line. The signature is stylized with loops and a large 'R'.

Ryan Biles Board Chairman