



Fairhope Public Library Board of Trustees  
**Regularly scheduled Meeting on Monday, October 18, 2021**  
Giddens Conference Room

Called to Order at 4:01 by Board Chair Anne Johnson

ATTENDANCE: Anne Johnson, Dan Stankoski, Randal Wright, Andy Parvin and Tamara Dean. Absent: City Council Liaison, Jimmy Conyers

Chair Johnson along with FHPL Trustees welcomed new member, Andy Parvin.

MINUTES: Minutes from the regularly scheduled August 16 meeting were unanimously approved.

REPORTS: Monthly Statisticals, Employee Report and Financial Statement were reviewed. For Andy's benefit, Tamara explained in greater detail how state aid is determined, the function of BCLC (Baldwin County Library Cooperative), and state grants from APLS (Alabama Public Library Services). The board briefly discussed the financial balance sheet in regards to \$11,160 the library will have to pay for Internet service which has been added to the budget. A motion was made to accept the three reports, seconded and passed unanimously.

NEW BUSINESS: 1) Trustee Training...prior to this meeting each Trustee viewed 2 short take online videos individually. We discussed the 2 training videos, "Working Effectively with Friends" and "Evaluating the Library Director". The Library Director and Board of Trustees members expressed positive comments about the library's Friends organization and Randal answered some questions about activities sponsored by the Friends. Tamara related that in her years as director she has never been evaluated. The board feels that an annual evaluation is an essential component of a strong, vibrant public library. We believe that the director deserves an annual review of the job she is doing to provide opportunities for praise and growth. Anne and Tamara will work together to develop an evaluation form based on strategic plan goals.

OLD BUSINESS: 1) Randal, Andy, and Tamara shared their thoughts on the library budget meeting held with Mayor Sherry Sullivan, President of the City Council Jack Burrell, and City Council Library Liaison Jimmy Conyers on Thursday, October 14 at 1:00 at City Hall. The Board of Trustees approved budget included a 10% pay raise for all library employees. It was hoped that this meeting would provide the Council with the understanding needed to approve an increase in the library's budget,

however the Council voted on the city budget the previous Monday and it did not include 10% pay raises. The Mayor and Council President Burrell both stated that increasing the salaries for employees at the lower pay levels is a goal that must be addressed. The Mayor also stated that Ms. Dean should come to her with a request for additional funds if something comes up that requires attention not anticipated in the 2022 budget.

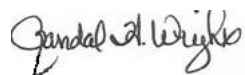
2) There has been no word from Mott McDonald concerning the final building plans for the upstairs renovation. These plans are the next step in moving forward with the reimagining of the space for teens, the maker space, technical services, and Friends of the Library. Ms. Dean will call to check on progress stating that the plans were anticipated to arrive by the middle of October.

3) A brief discussion was held concerning the Nov 1 reception honoring retired Board of Trustees member, Martin Lanaux. Invitations will be sent via email to most invitees with a few invitations printed and mailed. Trustees were reminded to sign the mat that will surround the framed photo of the library that is being given to Martin.

4) Anne reported that potential Trustee member, Thelma Todd had contacted her regarding joining us. She thanked Anne for the opportunity, but has declined the position at this time. The Board needs to continue to search for one more member.

Meeting adjourned at 5:15 with a reminder that our next meeting is on Dec. 6 at 4:00.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Randal H. Wright". The signature is fluid and cursive, with the first name "Randal" being more prominent.

Randal H. Wright