

21-MAY-2026
Dawn Moffet

Marion County Library Board

Regular Board Meeting Minutes

Monday, March 16, 2026 – 5:02 p.m.

Call to Order

The meeting was called to order at 5:02 p.m. by the Chair. All board members were present.

Roll Call. All members present: Paul Hudson, Marcus Flippin, TC Burnett, Dave Dacus, Danielle Justus.

Approval of Minutes

The board reviewed the draft minutes from the February 17, 2026 meeting. Corrections discussed and incorporated.

Correction under Staff Reports: The state library survey was not completed and submitted (contrary to the draft).

Motion: To approve the February 17, 2026 minutes as corrected.

Moved by: Danielle Justus

Seconded by: Paul Hudson

Vote: All in favor (unanimous). Motion carried. The board noted that draft minutes for the special meeting on March 7, 2026, were not yet prepared and would be completed as soon as possible.

Addition to Agenda – Heather (Deputy OEM) Presentation on Insurance and Asset Management

Heather provided an overview of the recent AACRM (insurance) walk-through inspection of county buildings. She distributed a draft Asset Management Policy for the library's review. Key points: The county lacks a comprehensive asset management policy; the new policy aims to provide guidance for the legislative auditor.

The library must report capital assets purchased with county funds (single items ≥ \$2,500 in 2025; raised to \$5,000 for 2026 and forward).

Controlled assets require annual certification of accountability.

Includes multiple computers on one invoice totaling over threshold.

FILED FOR RECORD
at 4:18 o'clock P M

MAY 01 2026

DAWN MOFFET
Marion County Clerk
D.C.

Subscription-Based Information Technology Agreements (SBDs) such as OverDrive, Libby, and the copier may need reporting if thresholds are met and funds flow through the county.

Building improvements (e.g., ADA door via grant) administered through the county will be reported as assets.

Process for removing/disposing of assets discussed; flexibility noted for documentation (e.g., statement for lost/damaged items like UV bug sanitizer).

Deadlines: Documentation for 2025 expected around May/June 2026; ongoing annual updates.

The board received copies of the policy and forms. Members were encouraged to review and contact Heather with questions. TC Burnett requested a digital copy. The board agreed to err on the side of caution when reporting items funded through county or grant sources flowing via the county. No formal motion required at this time; information and policy shared for review.

Public Comment

No comments from the audience.

Friends of the Library Report (Helen Frazier, Vice President; Deborah Meyer, President; Mary Wendt, Secretary; others present) 27 active members (plus 7 inactive, 4 lifetime, 5 honorary).

289 volunteer hours year-to-date (compared to 1,975 total last year; significant growth from ~400 hours five years ago).

Current funds raised: \$4,737.20, held pending appointment of a head librarian; future use at discretion of head librarian/staff with board approval.

Positive relationship with library staff; Memorandum of Understanding working well.

Imagination Library (Dolly Parton): 428 children signed up in Marion County (over half of eligible). Efforts ongoing to increase enrollment.

City contract: \$2,500/year for four years. Waiting on response from Yelcot for additional funding.

Upcoming events: Giveaway at Ozark Campfire Coffee (March 22), Easter Egg Hunt (March 28), training in Conway, participation in library summer programs (June/July), Turkey Trot, Christmas on the Square.

Fundraising: Carol Jones pet portrait raffle and reception on June 15.

Invitation for individual \$20/year sponsorships for children's books.

The board thanked the Friends for their report and continued support.

Staff Report

Audit for 2023: Funds traced and submitted; awaiting any additional 2024 needs from CPA David Wyatt.

State library survey: Started; deadline extended to March 24; Zoom wrap-up meeting planned; expected completion by end of week.

AACRM walk-through completed (already covered).

Magazines: Communication with Bank of 1889 for \$500-\$1,000 donation via EBSCO; selections focused on educational/DIY/homeschooling topics.

State aid received: \$10,476 for March.

Purchases: Amazon books (\$1,298.20), supplies (\$194.10), Shop CPR training (\$101.44), National Crime Search (\$9), Workplace Pro program supplies (\$233.39), Ingram (\$322.31).

Programs: Homeschooling (sign language, space/moon), regular crafts, Saturday/Thursday book clubs.

Line item transfers from prior meeting processed.

Volunteers: 9 worked this month; total active volunteers now 25 (up from 6 last year).

Cleaning: Current cleaner not reducing price; board directed advertising for new cleaner (Daily Harrison, Baxter, Mountain Echo, county sign, website/Facebook).

The \$250 monthly discretionary spending cap was discussed and affirmed as appropriate until a head librarian is in place.

Treasurer's Report

Beginning balance (Feb 1, 2026): \$1,164,371.49

Total receipts: \$3,728.49

Total disbursements: \$18,640.43

Ending balance: \$1,149,459.55

Upcoming: CD maturing March 26 at First Service (papers to sign).

ARVEST money market account over \$5,000 threshold → transfer to new CD (papers to sign).

Discussion on spreading investments across local banks (subject to finance policy on highest rate; possible motion to allow flexibility if rate differences are negligible for community relations).

List of approved banks received; review ongoing (avoid low-rate options like Bank of 1889; consider OZK rates/terms).

Depository Board meeting (March 26) noted; interest earned on county-held funds and control/clarity of private vs. county funds to be clarified.

Motion: To accept the Treasurer's Report.

Moved by: TC

Seconded by: Dave

Vote: All in favor. Motion carried.

Old Business

Credit card late fee reversal: Processed and received (confirmed on statement).

Cleaning and maintenance quotes: Update provided; advertising for new cleaner directed.

Part-time position feasibility: On hold per County Judge until head librarian is appointed.

Interest earned and revenue sources: Clarification ongoing.

Patron Responsibilities and Comment Policy (Committee Report – Anita Wilkes, Paul Hudson, TC):

Removed bag/purse search provision (deemed potentially cumbersome/invasive; recommend calling sheriff if theft suspected).

Fees: Library may block checkouts/computer access for fees > \$100 or outstanding >90 days. Removed vague “repairs/cleaning/reprocessing” charges.

Children at the Library section: Simplified redundant language; removed arbitrary age cutoffs; emphasized parental responsibility; added steps for unaccompanied children left at closing (call parent/guardian before sheriff).

Patron Conduct: Consolidated long list of prohibited behaviors into a broader statement against non-library-related activities.

Appeal process for revoked privileges: Extended from 2 to 4 weeks.

Discussion on alignment with existing circulation/fines policy (e.g., any fines vs. \$100 threshold; prior \$0.10 to \$0.25 daily fee change documentation to be located).

Motion: To approve the revised Patron Responsibilities and Comment Policy with verbiage adjusted to correspond with the prior circulation/fines document.

Moved by: Paul

Seconded by: Dave

Vote: All in favor. Motion carried.

New Business / Executive Session

The board entered executive session for personnel interviews. Upon returning to open session:

The board selected candidates via roll call vote: First choice: Caitlin Sievers (4-1). Danielle voted for Anita Wilkes.

Second choice: Mary Hickerson (4-1, with one vote by Danielle for Caitlin as second)

This information will be forwarded to the County Judge's office.

Adjournment

Motion: To adjourn.

Moved by: Paul

Seconded by: TC

Vote: All in favor. Meeting adjourned.