

Boone County Library Board Meeting

Agenda for 6/25/2026

Call to Order

Reading of the Minutes
5/28/2026

Financial Report
May 2026

Director Reports

Committee Reports
Budget and Finance

Foundation

Property and Technology
Risley Update (page 28-29)

Personnel

Old Business
By Laws (page 30-39)
State Aid Rule Changes Discussion

New Business

Remarks from Board Members

Remarks from Visitors

Adjournment

Boone County Library Board Meeting

Meeting Minutes

5/28/2026

Call to Order

Library Board Chair Diane Thompson called the regular meeting of the Boone County Library Board to order at 12:00 PM on May 28, 2026. Board members present were Diane Thompson, Carolyn Woehl, DeShay Melbourne, Penny DeJournett, and Shirley Richesin. Staff members present were Angelia Mueller and Sherri Smith. Visitors present were Ivy Day, representing the Boone County Judge's Office, and Holly Gillies, Board Position Candidate.

Reading of the Minutes

A motion to approve the amended minutes of March 26, 2026, and the minutes of April 23, 2026, was made by DeShay Melbourne and seconded by Penny DeJournett. The motion carried.

Financial Report

A motion to approve the April 2026 Financial Reports was made by DeShay Melbourne and seconded by Shirley Richesin. The motion carried.

Committee Reports

Budget and Finance

The County has adopted a new credit card policy. The Board reviewed and discussed the policy.

Foundation

The Foundation held a meeting on May 13, 2026. The next meeting is scheduled for June 4, 2026.

Property and Technology

The Board reviewed the Risley Update. Penny noted that the top floor does not necessarily need to be brick; however, she expressed a preference that its characteristics and style remain consistent with those of the bottom floor. Penny DeJournett made a motion to approve the Risley contract for Stage 2 Design Development in the amount of \$19,137, with funds to be paid from the FFD Reddock line. Carolyn Woehl seconded the motion. The motion carried.

The Board discussed the request from the Veterans group to have the library house the bell. After review, the Board agreed that the library does not have adequate space to accommodate this request and therefore will be unable to house the bell.

Personnel

Carolyn Woehl made a motion to approve the Reporting and Accountability Policy. Penny DeJournett seconded the motion. The motion carried.

Old Business

The Board discussed the Long Range Plan for 2026–2030. DeShay Melbourne made a motion to table the Long Range Plan. Penny DeJournett seconded the motion. The motion carried.

The Director presented the Cintas AED contract, noting its expiration date of February 9, 2027. Following discussion, DeShay Melbourne made a motion to continue using Cintas for AED services after the contract's expiration date. Carolyn Woehl seconded the motion. The motion carried.

The Board discussed the Boone County Administrative Board By-Laws. Penny DeJournett made a motion to table the discussion until the June meeting. DeShay Melbourne seconded the motion. The motion carried.

New Business**Remarks from Board Members****Remarks from Visitors****Adjournment**

Diane Thompson adjourned the meeting at 12:48 PM.

Minutes submitted by: Sherri Smith

County of Boone County Treasurer
 Summary of Treasury Account Balances
 Treasury's Accounts
 26-05 to 26-05
 05/01/2026 - 05/31/2026

Posted on/Before 06/01/2026 (a)

Fund	Begin Balance	Receipts	Disbursements	End Balance
1000-County General	5,127,246.66	439,508.00	-789,816.31	4,776,938.35
1001-General Reserve Fund	707,263.54	1,094.81	0.00	708,358.35
1005-Coronavirus Relief F	0.00	0.00	0.00	0.00
1006-ARPA Revenue Replace	0.00	0.00	0.00	0.00
1007-Local Assistance Tri	0.00	0.00	0.00	0.00
1801-Drug & Office Supply	2,412.73	3.73	0.00	2,416.46
1802-District Court ACT 9	1,394.48	25.74	-0.40	1,419.82
1803-American Rescue Plan	0.81	0.00	0.00	0.81
1804-Boone Co Governmenta	0.00	0.00	0.00	0.00
2000-County Road	3,285,585.10	333,353.97	-151,741.72	3,467,197.35
2003-Additional Motor Fue	255,545.62	17,888.76	-321.08	273,113.30
3000-Treasurer's Automati	390,851.28	12,622.38	-1,646.15	401,827.51
3001-Collector's Automati	592,847.84	959.49	-1,729.19	592,078.14
3002-Circuit Court Automa	80,402.32	427.31	-5,020.63	75,809.00
3003-District Court Autom	11,731.11	2,006.22	-1,338.33	12,399.00
3004-Assessor's Amendment	87,343.52	278.97	-2.71	87,619.78
3005-County Clerks Cost F	30,642.88	1,756.68	-1,275.96	31,123.60
3006-CO Recorder's Cost F	388,550.00	40,764.71	-24,427.50	404,887.21
3008-County Library	850,770.80	169,286.65	-48,320.64	971,736.81
3012-Child Support Fund	3,140.82	8.54	-0.10	3,149.26
3017-Jail Maintenance Fun	67,473.41	12,351.51	-7,268.49	72,556.43
3019-Boating Safety	48,743.12	110.16	0.00	48,853.28
3020-911	274,121.81	27,394.53	-72,558.09	228,958.25
3024-Public Defender	44,399.76	693.89	-5,845.35	39,248.30
3025-Prosecutor Victim/Wi	20,994.06	779.69	-696.00	21,077.75
3027-District Court Proba	30,000.00	0.00	0.00	30,000.00
3028-Drug Court Fund	20,503.91	31.75	-0.64	20,535.02
3031-Juvenile Probation/F	14,870.03	215.73	-4.31	15,081.45
3034-Cops In Schools	27,628.71	12,624.63	-16,630.31	23,623.03
3035-Criminal Justice Fun	14,373.94	21.67	-631.31	13,764.30
3039-Circuit Clerk Commis	18,866.65	31.44	-0.58	18,897.51
3042-Assessor's Late Asse	7,414.90	52.78	-0.91	7,466.77
3046-American Rescue Plan	0.00	0.00	0.00	0.00
3401-2013 Flood Fund	0.00	0.00	0.00	0.00
3402-December 2015 Flood	0.00	0.00	0.00	0.00
3403-FEMA Disaster #4318	0.00	0.00	0.00	0.00
3498-County Jail Operatio	4,038,355.79	275,659.18	-166,477.04	4,147,537.93
3499-Jail Debt Service Fu	121,745.85	194.43	0.00	121,940.28
3500-Arkansas Disaster Re	10,000.00	0.00	0.00	10,000.00
3501-Historic Preservatio	0.00	0.00	0.00	0.00
3502-Hospital Grant 2020	0.00	0.00	0.00	0.00
3503-Humane Society Grant	0.00	0.00	0.00	0.00
3504-Omaha Fire Departmen	0.00	0.00	0.00	0.00
3505-Bergman Fire Dept Gr	0.00	0.00	0.00	0.00
3506-Ozark Humane Society	0.00	0.00	0.00	0.00
3507-Supplemental Juvenil	15,783.49	0.00	0.00	15,783.49

Prepared by: Tiffany HornFunds : 1000-6804
 TR.ACCT.BAL (sum)

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YTD County Income/State Aid

May 2026

MONTH	County 2025	State Aid 2025	Total for Month 2025	County 2026	State Aid 2026	Total for Month 2026	Monthly Difference
January	\$ 86,211.82	\$ -	\$ 86,211.82	\$ 99,254.15	\$ -	\$ 99,254.15	\$ 13,042.33
February	\$ 9,681.40	\$ -	\$ 9,681.40	\$ 3,755.44	\$ -	\$ 3,755.44	\$ (5,925.96)
March	\$ 52,033.38	\$ -	\$ 52,033.38	\$ 31,076.56	\$ 17,624.00	\$ 48,700.56	\$ (3,332.82)
April	\$ 35,404.51	\$ 19,067.00	\$ 54,471.51	\$ 51,318.79	\$ -	\$ 51,318.79	\$ (3,152.72)
May	\$ 133,181.72	\$ 19,067.00	\$ 152,248.72	\$ 151,662.65	\$ 17,624.00	\$ 169,286.65	\$ 17,037.93
June							\$ -
July							\$ -
August							\$ -
September							\$ -
October							\$ -
November							\$ -
December							\$ -
YTD Total Comparison	\$ 316,512.83	\$ 38,134.00	\$ 354,646.83	\$ 337,067.59	\$ 35,248.00	\$ 372,315.59	\$ 17,668.76

Treasurer's Report Recap

	May 2025	May 2026	Net
Beginning Balance	\$ 812,053.69	\$ 850,770.80	\$ 38,717.11
Interest not on previous statement	\$ -	\$ -	
Income	\$ 152,248.72	\$ 169,286.65	\$ 17,037.93
Adjustments	\$ -	\$ -	\$ -
Bills Paid	\$ 45,580.14	\$ 45,129.80	\$ (450.34)
Commissions	\$ 2,557.34	\$ 3,190.84	\$ 633.50
Ending Balance	\$ 916,164.93	\$ 971,736.81	\$ 55,571.88

County Of Boone
Summary Statement of Operation
Expenditures

26-01 to 26-05

01/01/2026 - 05/31/2026

3008 County Library

Posted on or Before 06/02/2026

Account	Description	Orig Budget	Amendments	Amend Budget	Trans	05/01 - 05/31	Year to Date	Enc	Balance	Used
							Trans			%
3008.0600	Boone County Library									
1001	Salaries, Full-Time	404,836.32	0.00	404,836.32	27,336.18	0.00	135,258.18	0.00	269,578.14	33.41
1002	Salaries, Part-Time	86,944.00	0.00	86,944.00	5,025.30	0.00	20,379.70	0.00	66,564.30	23.44
1003	Extra Help	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
1006	Social Security Match	38,003.69	0.00	38,003.69	2,373.78	0.00	11,400.69	0.00	26,603.00	30.00
1007	Retirement Matching	76,106.75	0.00	76,106.75	4,189.49	0.00	20,723.18	0.00	55,383.57	27.23
1009	Health Insurance Match	42,678.96	0.00	42,678.96	2,988.80	0.00	15,046.36	0.00	27,632.60	35.25
1010	Workmen's Compensation	1,785.00	0.00	1,785.00	0.00	0.00	1,785.00	0.00	0.00	100.00
1011	Unemployment Compensat	1,300.00	0.00	1,300.00	0.00	0.00	157.16	0.00	1,142.84	12.09
	Sub Total Personal Services	656,654.72	0.00	656,654.72	41,913.55	0.00	204,750.27	0.00	451,904.45	31.18
2001	General Supplies	6,000.00	0.00	6,000.00	93.82	0.00	1,432.98	0.00	4,567.02	23.88
2002	Small Equipment	10,000.00	0.00	10,000.00	2,566.83	0.00	2,693.27	0.00	7,306.73	26.93
2003	Janitorial Supplies	6,000.00	0.00	6,000.00	433.29	0.00	3,091.65	0.00	2,908.35	51.53
2006	Clothing and Uniforms	2,500.00	0.00	2,500.00	0.00	0.00	330.82	0.00	2,169.18	13.23
2020	Building Materials and	3,000.00	0.00	3,000.00	0.00	0.00	2,129.87	0.00	870.13	71.00
2022	Plumbing and Electrica	1,500.00	0.00	1,500.00	0.00	0.00	93.40	0.00	1,406.60	6.23
2024	Maintenance and Servic	16,077.00	0.00	16,077.00	93.08	0.00	1,957.68	0.00	14,119.32	12.18
2032	Books	50,000.00	0.00	50,000.00	744.09	0.00	10,917.57	0.00	39,082.43	21.84
2035	Cataloging Supplies	5,000.00	0.00	5,000.00	9.52	0.00	9.52	0.00	4,990.48	0.19
	Sub Total Supplies	100,077.00	0.00	100,077.00	3,940.63	0.00	22,656.76	0.00	77,420.24	22.64
3007	Drug Testing	1,000.00	0.00	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
3009	Other Professional Ser	19,930.00	2,700.00	22,630.00	979.00	0.00	13,221.35	0.00	9,408.65	58.42
3020	Telephone & Fax - Land	13,500.00	0.00	13,500.00	1,085.07	0.00	4,362.76	0.00	9,137.24	32.32
3021	Postage	4,000.00	0.00	4,000.00	61.42	0.00	1,739.52	0.00	2,260.48	43.49

Prepared by: Kristie Blevins
SOP.RPT
Funds : 3008 Printed 08:45:43 02 JUN 2026
Depts : 0600 Lines : ALL

County Of Boone
Summary Statement of Operation
Expenditures

26-01 to 26-05

01/01/2026 - 05/31/2026

3008 County Library

05/01 - 05/31

Posted on or Before 06/02/2026

Account	Description	Orig Budget (continued from previous page)	Amendments	Amend Budget	Trans	05/01 - 05/31	Trans	Year to Date	Enc	Balance	Used
3008.0600	Boone County Library										
3022	Cell Phones and Pagers	700.00	0.00	700.00	0.00	0.00	0.00	0.00	0.00	700.00	0.00
3030	Travel	2,280.00	0.00	2,280.00	66.04	334.36	0.00	0.00	0.00	1,945.64	14.66
3040	Advertising and Public	2,500.00	0.00	2,500.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0.00
3052	Fire and Extended Cove	31,050.00	0.00	31,050.00	0.00	33,941.95	0.00	0.00	0.00	-2,891.95	109.31
3054	Other Sundry Insurance	50.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00	50.00	0.00
3055	General Liability - (C	1,188.50	0.00	1,188.50	0.00	1,120.30	0.00	0.00	0.00	68.20	94.26
3060	Electricity	20,000.00	0.00	20,000.00	1,275.55	6,438.44	0.00	0.00	0.00	13,561.56	32.19
3061	Gas	9,000.00	0.00	9,000.00	81.32	3,358.39	0.00	0.00	0.00	5,641.61	37.32
3062	Water	1,500.00	0.00	1,500.00	129.53	502.90	0.00	0.00	0.00	997.10	33.53
3063	Waste Disposal	1,000.00	0.00	1,000.00	86.81	344.15	0.00	0.00	0.00	655.85	34.42
3090	Dues and Memberships	940.00	0.00	940.00	0.00	0.00	0.00	0.00	0.00	940.00	0.00
3094	Meals and Lodging	1,500.00	0.00	1,500.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00
3100	Other Miscellaneous	7,000.00	0.00	7,000.00	338.64	1,371.64	0.00	0.00	0.00	5,628.36	19.59
3102	Computer Software, Sup	4,500.00	0.00	4,500.00	0.00	3,276.00	0.00	0.00	0.00	1,224.00	72.80
	Sub Total Other Charges	121,638.50	2,700.00	124,338.50	4,104.38	70,011.76	0.00	0.00	0.00	54,326.74	56.31
	Dept Total * Boone County Libr	878,370.22	2,700.00	881,070.22	49,958.56	297,418.79	0.00	0.00	0.00	583,651.43	33.76

Prepared by: Kristie Blevins
SOP.RPT

Funds : 3008 Printed 08:45:43 02 JUN 2026
Depts : 0600 Lines : ALL

Expenditure Code Report
Fund 3008 Boone County Library
County Of Boone Harrison AR.
05/01/2026 to 05/31/2026

Claim Number	Claim Date	Description	Dept Num	LINE Code	Job Code	Check Date	Claim Amount	Check Number	Payee Name
		Salaries, Full-Time	0600	1001		05/08/26	12,385.71	PY-2605.1	Salaries-Full Time
		Salaries, Full-Time	0600	1001		05/08/26	308.79	PY-2605.1	PTO Taken
		Salaries, Full-Time	0600	1001		05/08/26	638.90	PY-2605.1	Vacation Taken
		Salaries, Full-Time	0600	1001		05/08/26	1,655.69	PY-2605.1	Vacation Lump Sum Pay
		Salaries, Full-Time	0600	1001		05/22/26	340.74	PY-2605.3	Vacation Taken
		Salaries, Full-Time	0600	1001		05/22/26	11,622.13	PY-2605.3	Salaries-Full Time
		Salaries, Full-Time	0600	1001		05/22/26	384.22	PY-2605.3	PTO Taken
		Subtotal					27,336.18		
		Salaries, Part-Time	0600	1002		05/08/26	2,290.90	PY-2605.1	Salaries-Part Time
		Salaries, Part-Time	0600	1002		05/22/26	2,734.40	PY-2605.3	Salaries-Part Time
		Subtotal					5,025.30		
26.1251	05/14/26	Social Security Matching	0600	1006		05/14/26	1,270.99	DD14466	INTERNAL REVENUE SERVIC
26.1389	05/22/26	Social Security Matching	0600	1006		05/29/26	1,102.79	DD14666	INTERNAL REVENUE SERVIC
		Subtotal					2,373.78		
26.1250	05/14/26	Retirement Matching	0600	1007		05/14/26	2,147.77	DD14465	AR PUBLIC EMPLOYEES RET
26.1388	05/22/26	Retirement Matching	0600	1007		05/29/26	2,041.72	DD14665	AR PUBLIC EMPLOYEES RET
		Subtotal					4,189.49		
26.1197	05/06/26	Health Insurance Matching	0600	1009		05/06/26	7.50	DD14460	CONSOLIDATED ADMIN SERV
26.1397	05/29/26	Health Insurance Matching	0600	1009		05/29/26	2,981.30	DD14668	Cigna
		Subtotal					2,988.80		
26.1325	05/20/26	General Supplies	0600	2001		05/21/26	28.33	46089	AMAZON CAPITAL SERVICES
26.1340	05/20/26	General Supplies	0600	2001		05/21/26	65.49	46104	TRI LAKES CULLIGAN
		Subtotal					93.82		
26.1325	05/20/26	Small Equipment	0600	2002		05/21/26	1,093.17	46089	AMAZON CAPITAL SERVICES
26.1341	05/20/26	Small Equipment	0600	2002		05/21/26	1,473.66	46105	VISA
		Subtotal					2,566.83		
26.1326	05/20/26	Janitorial Supplies	0600	2003		05/21/26	10.93	46090	AMAZON CAPITAL SERVICES
26.1329	05/20/26	Janitorial Supplies	0600	2003		05/21/26	294.20	46093	CINTAS CORP

Expenditure Code Report
Fund 3008 Boone County Library
County Of Boone Harrison AR.
05/01/2026 to 05/31/2026

Claim Number	Claim Date	Description	Check Date	Dept Num	LINE Code	Job Code	Claim Amount	Check Number	Payee Name
26.1338	05/20/26	Janitorial Supplies	05/21/26	0600	2003		47.06	46102	MILLER HARDWARE COMPANY
26.1341	05/20/26	Janitorial Supplies	05/21/26	0600	2003		81.10	46105	VISA
		Subtotal					433.29		
26.1333	05/20/26	Maintenance and Service Cont	05/21/26	0600	2024		93.08	46097	FITTON TERMITTE & PEST C
		Subtotal					93.08		
26.1283	05/20/26	Books	05/21/26	0600	2032		48.00	46109	ARKANSAS DEPT. FINANCE
26.1325	05/20/26	Books	05/21/26	0600	2032		448.37	46089	AMAZON CAPITAL SERVICES
26.1326	05/20/26	Books	05/21/26	0600	2032		106.01	46090	AMAZON CAPITAL SERVICES
26.1328	05/20/26	Books	05/21/26	0600	2032		31.96	46092	BLACKSTONE PUBLISHING
26.1336	05/20/26	Books	05/21/26	0600	2032		58.37	46100	INGRAM LIBRARY SERVICES
26.1341	05/20/26	Books	05/21/26	0600	2032		51.38	46105	VISA
		Subtotal					744.09		
26.1326	05/20/26	Cataloging Supplies	05/21/26	0600	2035		9.52	46090	AMAZON CAPITAL SERVICES
		Subtotal					9.52		
26.1325	05/20/26	Other Professional Services	05/21/26	0600	3009		129.00	46089	AMAZON CAPITAL SERVICES
26.1331	05/20/26	Other Professional Services	05/21/26	0600	3009		350.00	46095	ELEVATOR SAFETY INSPECT
26.1335	05/20/26	Other Professional Services	05/21/26	0600	3009		500.00	46099	GINGER SCHOENENBERGER
		Subtotal					979.00		
26.1339	05/20/26	Telephone & Fax - Landline	05/21/26	0600	3020		1,086.07	46103	RITTER COMMUNICATIONS
		Subtotal					1,086.07		
26.1334	05/20/26	Postage	05/21/26	0600	3021		61.42	46098	FORESEE INSURANCE CPU
		Subtotal					61.42		
26.1337	05/20/26	Travel	05/21/26	0600	3030		66.04	46101	LORI COX
		Subtotal					66.04		
26.1332	05/20/26	Electricity	05/21/26	0600	3060		1,275.55	46096	ENTERGY
		Subtotal					1,275.55		

Expenditure Code Report
Fund 3008 Boone County Library
County Of Boone Harrison AR.
05/01/2026 to 05/31/2026

Claim Number	Claim Date	Description	Check Date	Dept Num	LINE Code	Job Code	Claim Amount	Check Number	Payee Name
26.1327	05/20/26	Gas	05/21/26	0600	3061		81.32	46091	BLACK HILLS ENERGY
			Subtotal				81.32		
26.1330	05/20/26	Water	05/21/26	0600	3062		129.53	46094	CITY OF HARRISON (WATER
			Subtotal				129.53		
26.1330	05/20/26	Waste Disposal	05/21/26	0600	3063		86.81	46094	CITY OF HARRISON (WATER
			Subtotal				86.81		
26.1325	05/20/26	Other Miscellaneous	05/21/26	0600	3100		137.93	46089	AMAZON CAPITAL SERVICES
26.1341	05/20/26	Other Miscellaneous	05/21/26	0600	3100		200.71	46105	VISA
			Subtotal				338.64		
Department Total							49,958.56		
Fund 3008 Total							49,958.56		
Grand Total							49,958.56		

County Transaction Report

May 2026

Check #		Memo	Line Item #	Amount
46089	Amazon Capital Services	Office Supplies	2001	\$ 28.33
		Janitorial Supplies	2002	\$ 1,093.17
		Books & AV	2032A	\$ 448.37
		Amazon Business Membership	3009	\$ 129.00
		YA Programs	3100YA	\$ 41.56
		Children's Programs	3100J	\$ 35.13
		Adult Programs	3100A	\$ 61.24
46090	Amazon Capital Services	Janitorial Supplies	2003	\$ 10.93
		Books & AV	2032A	\$ 106.01
		Cataloging Supplies	2035	\$ 9.52
46091	Black Hills Energy	Annex 4/9/2026-5/8/2026	3061	\$ 38.15
		Main 4/9/2026-5/8/2026	3061	\$ 43.17
46092	Black Stone Publishing	Invoice#2233810 Audio Books	2032A	\$ 31.96
46093	Cintas	Invoice#4266761510 Janitorial Supplies	2003	\$ 147.10
46094	City of Harrison	Annex 3/3/26-4/6/26	3062	\$ 33.06
		Main 3/2/26-4/1/26	3062	\$ 96.47
		Trash	3063	\$ 86.81
46095	Elevator Safety Inspection Services	Invoice#ar-31051	3009	\$ 350.00
46096	Entergy	Annex 4/10/26-5/11/26	3060	\$ 91.50
		Main 4/10/26-5/11/26	3060	\$ 1,184.05
46097	Fitton	Invoice#44340 (4/21/26)	2024	\$ 93.08
46098	CPU Foresee General Ins Agcy	Shipping	3021	\$ 61.42
46099	Ginger Schoenenberger	Invoice#52026 Consultant	3009	\$ 500.00
46100	Ingram	Invoice#96271544 Children's Books	2032J	\$ 46.06
		Invoice#96271545 YA Books	2032YA	\$ 12.31
46101	Lori Cox	Outreach Travel April 2026	3030	\$ 66.04

46102	Miller True Value Hardware	Transaction#C306603 Janitorial Supplies	2003	\$	47.06
46103	Ritter	Invoice#401214400 Phone/Internet	3020	\$	1,086.07
46104	Tri Lakes Culligan	Invoices#729166	2001	\$	65.49
46105	VISA	Walmart.com Order#2000145-67827645 Children's Programs	3100J	\$	48.88
		Walmart 4/1/26 Janitorial (Weed Killer/Black Paint)	2003	\$	81.10
		Walmart.com Order#2000147-77014465 Children's Programs	3100J	\$	65.17
		Kindle Books	2032A	\$	51.38
		Hobby Lobby 4/7/2026 Genealogy Program	3100G	\$	37.61
		Home Depot 4/14/2026 Computer Networking	2002	\$	93.05
		UI.com Order#US5143026 Computer Networking	2002	\$	354.14
		Walmart 4/20/2026 Director Program NLW prize	3100D	\$	49.05
		UI.com Order#US5266950 Computer Networking	2002	\$	1,026.47
EFT	Arkansas Department of Finance & Admin	Excise Tax for April 2026		\$	48.00
	Total Warrants Paid			\$	7,897.91

**Cash Register Receipts
May 2026**

Cash Register Receipts YTD

	Memorials	Donations	Genealogy	Copier	Lost Books	Ear Buds	Paperback Sales	Misc	Fines	ILL	Book Bags	Music DVD	Fax	Notary	Short/Over Adjust	Total
January	\$ -	\$ 127.73	\$ 35.60	\$ 338.30	\$ 54.95	\$ -	\$ 25.00	\$ -	\$ 269.89	\$ 10.00	\$ -	\$ -	\$ 83.00	\$ -	\$ 0.06	\$ 944.5
February	\$ -	\$ 184.94	\$ 100.00	\$ 598.55	\$ 51.00	\$ -	\$ 17.00	\$ -	\$ 118.70	\$ -	\$ -	\$ 65.50	\$ 40.25	\$ -	\$ -	\$ 1,175.9
March	\$ -	\$ 181.46	\$ -	\$ 790.55	\$ 75.99	\$ 1.50	\$ 9.00	\$ -	\$ 191.05	\$ -	\$ -	\$ 162.00	\$ 43.25	\$ -	\$ -	\$ 1,360.1
April	\$ -	\$ 22.05	\$ -	\$ 967.25	\$ 40.00	\$ -	\$ 4.00	\$ -	\$ 156.30	\$ 5.00	\$ -	\$ 130.00	\$ 57.20	\$ -	\$ 0.06	\$ 1,381.8
May	\$ -	\$ 120.82	\$ -	\$ 642.70	\$ 122.80	\$ 3.00	\$ 13.00	\$ -	\$ 141.20	\$ 5.00	\$ -	\$ 179.50	\$ 51.50	\$ -	\$ -	\$ 1,188.2
2026 YTD Total	\$ -	\$ 637.00	\$ 135.60	\$ 3,337.35	\$ 344.74	\$ 4.50	\$ 68.00	\$ -	\$ 877.14	\$ 20.00	\$ -	\$ 537.00	\$ 275.20	\$ -	\$ 0.12	\$ 6,050.6

Paypal Receipts for May 2026	\$246.05
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	Memorials	Donations	Genealogy	Copier	Lost Books	Ear Buds	Paperback Sales	Misc	Fines	ILL	Book Bags	Movie DVD	Fax	Notary	Short/Over Adjust	Total
2025 YTD Total	\$ 620.00	\$ 917.44	\$ 120.00	\$ 3,101.05	\$ 490.08	\$ 24.50	\$ 271.00	\$ -	\$ 876.21	\$ 10.00	\$ -	\$ 483.50	\$ 222.10	\$ -	\$ (5.90)	\$ 6,876.1
2026 YTD Total	\$ -	\$ 637.00	\$ 135.60	\$ 3,337.35	\$ 344.74	\$ 4.50	\$ 68.00	\$ -	\$ 877.14	\$ 20.00	\$ -	\$ 537.00	\$ 275.20	\$ -	\$ 0.12	\$ 6,050.6

Equity Bank: Fines Fees Donations Transaction Report

May 2026

Date	Check Number	Amount	Totals	Memo
Beginning Balance			\$ 237,166.18	
<i>Deposits</i>				
Cash Register Receipts		\$ 1,440.79		
Interest		\$ 608.71		
Stone Bank		\$ 554.86		
Edward Jones		\$ 500.00		
Jerry Jackson		\$ 180.00		Anonymous
Friends of the Library		\$ 1,704.85		Donation for SRP Pool Party
Total Deposits		\$ 4,989.21		Reimbursed Expenses
<i>Expenses</i>				
5/6/2026 City of Harrison	1979	\$ 480.00		Pool Rental - \$300 reimbursed by FOL
5/7/2026 Cintas	1980	\$ 137.97		Allocated FFD \$10,000
5/7/2026 Amazon	1981	\$ 162.47		Reimbursed FOL
5/7/2026 Amazeum	1982	\$ 297.40		Reimbursed FOL
5/7/2026 Ingram	1983	\$ 257.57		Reimbursed FOL
Total Expenses		\$ 1,335.41		
Ending Balance			\$ 240,819.98	

FFD Equity Bank

As of May 31, 2026

Total in FFD account is Split as follows

SRP-Adult Summer Reading Program Donation (donations come from many donors)	\$1,371.51
SRP-J Donation (donations come from many donors)	\$661.49
SRP-Director Donation (Director) (Community First Bank \$800)	\$376.87
Director Special Projects	\$10,215.46
Genealogy Department Donations (donations come from many donors thru cash register)	\$720.95
FFD Allocated yearly by Board (\$10,000)	\$8,687.18
YA Donation (donations come from many donors)	\$549.75
1,000 books before Kindergarten (BCL Foundation Donation \$1,000)	\$282.73
Esther Randle Donation for Books (\$4,122.35)	\$2,316.96
Esther Randle Donation for Reading Programs (\$1,031)	\$1,031.00
Fitton Donation to purchase Books (\$1,000)	\$358.69
Landscaping Donation	\$600.00
Advertising Signs Donation	\$637.50
Books Donation (previously zero balance by purchasing Ebooks - those Ebooks have been reimbursed with the DFA Cares Grant)	\$3,198.88
Arvest Bank Grant	\$7,631.90
(Reddock) - After pending payment to Risley for phase 2	\$12,063.23
Unallocated	\$202,179.11
Total in FFD Account	\$240,819.98

Arvest - Lawing Account Transaction Report

May 2026

	Check Number	Non-Disbursement Amounts	Book Disbursement Amounts	Overall Account Total	Memo
Beginning Balance		\$ 9,355.05	\$ 40,020.88	\$ 49,375.93	
<i>Deposits</i>					
<i>Total May 2026 Deposits</i>		\$ 3,093.31	\$ 3,093.31	\$ 3,093.31	May 2026 Disbursement
<i>Expenses</i>					
Ingram	1418		\$ 77.45		
Cengage Learning/Gale	1419		\$ 436.24		
Amazon Capital Services	1420		\$ 7.50		
Overdrive	1421		\$ 99.73		
<i>Total May 2026 Expenses</i>			\$ 620.92	\$ 620.92	
Ending Balance		\$ 9,355.05	\$ 42,493.27	\$ 51,848.32	

***Lawing Endowment Disbursement/Purchase of Books**

As of June 4, 2026

	Check Number	Amount	Totals
Beginning Balance			\$ 40,020.88
May 2026 Disbursement		\$ 3,093.31	
June 2026 Disbursement		\$ 3,093.31	
<i>Total Deposits</i>			\$ 6,186.62
<i>Expenses</i>			
Ingram	1418	\$ 77.45	
Cengage Learning/Gale	1419	\$ 436.24	
Amazon Capital Services	1420	\$ 7.50	
Overdrive	1421	\$ 99.73	
<i>Total Expenses</i>			\$ 620.92
Ending Balance			\$ 45,586.58
Orders placed but not paid			
Ingram		\$ 1,192.65	
Large Type Books		\$ 973.53	
Overdrive		\$ -	
Balance after unpaid orders			\$ 43,420.40

*This worksheet shows only amounts received, paid and ordered from the disbursements

Boone County Library Board Trust
May 1, 2026 - May 31, 2026

Account Number: 49-0118-01-5

BOONE COUNTY LIBRARY BOARD
ATTN: SHERRI SMITH
221 W STEPHENSON
HARRISON AR 72601

Administrative Officer:

Kevin Laceywell (479) 271-1415
Klacewell@arvest.Com

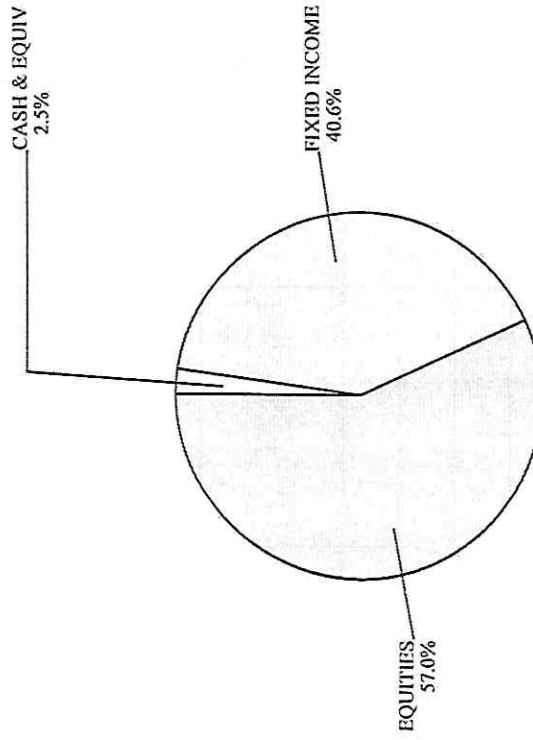
Investment Officer:

Michael Gaffigan (479)621-1718
Mgaffigan@arvest.Com

Account Review

Your Beginning Market Value: \$ 1,861,485.55
Income Earned : \$ 3,555.63
Disbursements : \$ -4,276.87
Market Value Change : \$ 42,865.26
Your Ending Market Value : \$ 1,903,629.57

Portfolio Summary





BOONE COUNTY

LIBRARY

...more than just books!

221 W. Stephenson Ave. Harrison, AR 72601

www.boonecountylibrary.org ~ 870-741-5913

DIRECTORS NEWS FOR May 2026

May was a busy but good month for the library. We had several projects that we wanted to get completed before the summer reading program started, and we were able to get almost all of them done before the end of the month. The staff worked hard to make sure that the library looks fun and inviting for the summer reading program. The summer reading program theme is *Unearth A Story*, we have gone with a dinosaur theme to make things fun and educational for the kids and adults. We had two people that offered to allow us to display their dinosaur fossils; neither one was interested in having their names in the display cases. They will be recognized at the end of the summer reading program.

The decorations for the library have been a group effort, with the planning starting back in March. Cheyenne and Erica crafted the Raptor head together on their days off, and it has been a hit with the children who come in. Cheyenne drew and cut out all of the dinosaur bones and pottery that are on the tablecloths in the mezzanine. Mandy and some of her friends came up with some of the decorations upstairs. Tara Shea painted the windows upstairs in the Children's and Young Adult Department. There has been a lot of positive feedback from the community about the decorations. I cannot express how incredibly lucky we are to have such talented and wonderful staff on our team.

Tim and Dalton replaced one of the bookshelves in the DVD room with new shelves that bolted into the wall. The general consensus is that, in the future, when we replace the other shelving, we will get the standing shelves.

Please join me in congratulating Mandy Franklin, our Employee of the Month for June! Mandy officially took over as the Children's Department manager on January 1st when Terry Register retired. Mandy has done a wonderful job setting up the summer reading program and gathering donations for prizes and for programs. She has a lot of wonderful ideas that she is bringing to the Children's Department.



BOONE COUNTY

LIBRARY
...more than just books!

221 W. Stephenson Ave. Harrison, AR 72601

www.boonecountylibrary.org ~ 870-741-5913

STATS MAY 2026

ACTIVITY REPORT	ADULT	JUVENILE	YA	TOTAL	PREVIOUS
REFERENCE ASSISTS	3,164	258	98	3,520	3,868
GENEALOGY REFERENCE	34	N/A	N/A	34	18
VOLUNTEER HOURS	0	29	N/A	29	10
PROGRAM HOURS	64.5	14	4	82.5	105.5
NUMBER OF PROGRAMS	8	6	3	17	30
PROGRAM ATTENDANCE	47	93	11	151	412
INTERNET WORKSTATIONS	618	243	30	891	895
PATRON VISITS	6,466	3,695		6,466	7,174
OVERDRIVE E-Books	N/A	N/A	N/A	3,136	3,062
WEBSITE HITS	N/A	N/A	N/A	3,052	2,649
ANCESTRY, TUMBLE*, ROMANCE	374	N/A	N/A	374	312
Biblio+	520 min.	N/A	N/A	520 min.	1,975 min.

Activity Summary

Boone County Library

May 2026

Circulations	
Circulation Type	Counts
Check Out	7,223
Check In	7,160
Renewal	3,807
In-House Use	80
Circulations Total	18,270

Stats Only Check Outs	
Description	Counts
PAPER BACK TRADES (PB TRADES)	19

Fines Paid/Waived	
Transaction Type	Total
Fines Paid	\$465.80
Fines Forgiven	\$30.00

Items Added/Deleted	
Added	Items Deleted
163	190

New Borrowers	
Borrower Type	Counts
Adult	34
Child	22
Senior	8
Out of Service Area Adult (Fee Charged)	0
Out of Service Area Child (Fee Charged)	0
Out of Service Area Senior (Fee Charged)	0
Out of State (Fee Charged)	0
Internet	28
School I-Card	0
Total Borrower's Added	92

Boone County Library – Maintenance Department Report for May 2026

- Replaced door alarm by stairs
- Stained back stairs
- Removed shelving and DVD rooms and installed new shelving
- Daily set up meeting room tables and chairs for programs
- Daily cleaned public restrooms

May 2026 Board Report for Children's Department

YA Programming 12-18 Tuesday at 4 p.m.	Juvenile Programming 6-12 Thursday at 4 p.m.	Story Time 3-5 Monday 10 a.m.	Toddle Time 0-3 Thursday 10 a.m.
5/5 –Rainbow Rubber Loop Bracelet 8 participants	5/7 Paper Spinner Toy 9 participants	5/4 9 participants	5/7– 31 participants
5/12 –Painted Sun Catchers 1 participants	5/14 No Programs Childrens Book Sale	5/11 – Closed Staff Training	5/14- No Programs Childrens Book Sale
5/19 –Velvet Art Posters 2 participants	5/21 –Braided Pipe Cleaner Bracelet 5 participants	5/18 – 8 participants	5/21– 35 participants
5/26 No Programs Summer Reading Registration	5/28 – No Programs Summer Reading Registration	5/25- Closed Memorial Day	5/28– No Programs Summer Reading Registration

YA Programming- YA Programming included Rainbow Rubber Loop Bracelets, Painted Sun Catchers and Velvet art posters.

Juvenile Programming- Juvenile programming included Paper Spinner Toy and Braided Pipe Cleaner Bracelets.

Story Time is a wonderful way for little one's ages 3-5 to interact with others their age while singing songs, doing crafts, and reading stories. Mrs. Lori made approximately 110 crafts for the month to accommodate both Story time and Toddle Time groups.

Our passive activity- Tell us about your pet, Patron can fill out pet activity sheet with picture and favorite things pet likes for a prize from the prize basket.

We also have two book drawings for the month of May for Juveniles and the young adult readers. We will draw one name June 1st. We had a total of 57 entries for our juveniles and a total of 98 entries for our young adult book drawing.

Summer Reading Registration- Registration started on 5/26 to 6/6. We have had over 100+ children sign up so far.

Boone County Library - IT Department Report for May 2026

What has happened since last report:

- Worked Sunday 5-10-26 to update network hardware and prepare for the work day Monday.
- Work day stuff: Replaced the batteries in all the server battery backups, replaced the upstairs 2 post switch rack with a 4 post that holds more weight, added a second battery backup made for the camera system, replaced our end of life router with the new model, and swapped out a switch that was failing.
- 3d Printed 200 summer reading program bookmarks for patrons.
- Continued implementing cyber security changes per the industry guidelines in prep for when the Claude Mythos AI model gets released to the general public.
- Continued taking inventory of all computers and electronics.
- Other miscellaneous fixes as needed (toner changed, staff helped, etc).

Patron Related:

- Helping patrons with different issues ranging from cell phones, tablets, laptops, our computers, WiFi, and printers.
- One-on-one tutorials to teach patrons how to use the 3d printer.

What I am working on:

- Upgrading the network cables to the server rack with faster 10 gig cables.
- Finishing the inventory of all IT assets in the building.
- Recycling old computer hardware.
- Swapping out the computers that have Windows 10 with ones that have Windows 11.
- Focusing on finishing the downstairs patron desks conversions.

May was a relatively uneventful month, with most work consisting of typical genealogy requests. These included:

- Locating obituaries
- Finding the former location of Noil Martin's Rambler Auto Sales business (216 E. Rush Ave.)
- Assisting in identifying the legal name of an ancestor through marriage licenses and probate documents

I also continued to follow up on genealogy research requests from the previous month, researching when time allowed.

In addition, considerable time was dedicated to preparing for the upcoming Ancestors Fair in Marshall, scheduled for the first Saturday in June. Preparation of materials included printing "Beginning Genealogy" packets, GPS coordinates for Boone County cemeteries, and detailed maps of Boone County. I also printed brochures of the Boone County Library Genealogy Department and assembled copies of historical stories from the late 19th and early 20th centuries related to the local area.

Efforts were also made to assist a young man beginning his family history research by providing him with materials and guidance to help him get started.

Patrons: 34



Children's Department Statistics for May:

New 1,000 Books Before Kindergarten Participants: 4

Non-Checkout Books: 8

Table Games: 11

Passive Activity: 75

Total hours preparing for YA programs: 4

Total hours preparing for Children's programs: 4

Total hours spent preparing for Juvenile/Toddler programs: 10

Number of Toddler/Preschool Programs: 4 programs with 79 attending

Number of Children's Programs: programs 2 with 14 attending

Number of Young Adult Programs: programs 3 with 11 attending

Total number of participants for programs: 104

Reference assists for Juvenile: 258

Reference assists for YA: 98

People Counter: 3,695

Ms. Lori's Work Hours: 69.5

Ms. Lori's Volunteer Hours: 15

Volunteers: 7 volunteers who helped make and decorate for the summer reading program. Theme is Unearth a Story.

May 2026 Board Report

May was a very busy month here in the Outreach department. We started with **DIY Twine Sunflower coasters** to get people ready for the cold drinks for that summer heat. We had **Mrs. Mary Michels** return for her **Chair Yoga** class to teach us some helpful stretches and yoga positions. Then, we had **Hickory Hill Insurance** return for their monthly **Medicare Seminars**. After that, **Rance King** returned for another one of his custom presentations, **The Wondrous Wizard and Lavender Liar of the Ozarks**. Next, we made homemade **Clay Diffuser Stones** with air dry clay and essential oils. Those who attended expressed that they enjoyed this program a lot. Finally, we ended the month of May with **Clothespin Butterfly Magnets**. This month was pretty rough for programs in general. With lower turnouts and other things being planned and worked on made productivity a little slow. We also had cancellations and other outside forces affecting some of the turnouts. Either way, there is work to be done and more things to come.

Events Held: 8

Hours Worked: 64.5

Twine Sunflower Coasters: 5

Evening Book Club: 5

Chair Yoga: 3

Hickory Hill Medicare Seminar: 3

Rance King's "The Wondrous Wizard and Lavender Liar of the Ozarks" presentation: 3

Noon Book Club: 14

Clay Diffuser Stones: 11

Clothespin Butterfly Magnets: 3

Total Participants: 47

Hi Angela and Sherri,

Thank you for speaking with me on Tuesday about the Library addition. From our conversation, there were several questions and concerns expressed from Board Members. Hopefully, these concerns were addressed yesterday. Below are my notes from our meeting:

1. The historic nature of the Fowler Building. We very much want for the Fowler Building to be eligible for the National Historic Registry. Just not have it on the National Historic Registry.
2. There is a concern the rock wall along the alley will need to be removed. There haven't been any observations of the rock wall not being in a stable condition. Some tuck-pointing of the mortar will be needed, but that should be all. Due to the historic nature of the Fowler Building and the stone wall, it would be best to keep this wall.
3. Due to keeping the existing exterior walls, the new structure needs to be supported on new columns that will be placed so they will not interfere with the existing exterior walls.
4. The second level exterior materials need to be light in nature. A heavy material such as brick or stone should be avoided as we don't want to add much weight to the exterior walls. We discussed the possibility of using materials such as "EIFS" which is like stucco, or maybe an architectural metal, or other lightweight materials. This includes windows as they are lightweight materials. What we want to do, is make it clear what is historic and what is new. With the new being complementary to the historic.
5. The natural light in the Breakroom will be much appreciated by the staff. The small windows above the Breakroom windows facing West Stephenson Avenue are meant to reflect the spandrel glass panels on the old Bank portion of the library. These will be black and not translucent.
6. The existing "Garden" to the west of the Fowler Building is currently being under-utilized. This could be made into a "community garden" with the Master Gardener's Club possibly taking care of the plants. Another idea could be installing "donor bricks" in this area, using it as an outdoor sitting area with small landscaping. Let's make a nice place to either enjoy or to view.
7. The first level of the Fowler Building will be raised to the same level as the library. This will assist in preventing possible future water infiltration. The area at the new exit stairs will be raised and slope away from the Fowler Building.
8. There will not be any additional storm water generated as all the area covered in the footprint is currently non-porous. The roof will drain either to the rear or could drain to the Garden Space.
9. The exit stairs do not need to be covered; however, it would be best to prevent the buildup of ice, snow and debris.

10. On the second floor, use "General Storage" as the electrical panel and HVAC chase locations and call this space as "MECHANICAL and ELECTRICAL". We will label the space as Electrical/HVAC, however, there will still be space for storage. The HVAC will be rooftop units with ductwork going down to the first level. We will have electrical panel(s) in this space; however, they will not take up much room. The rest can be used as Storage.
11. Move Outreach downstairs and the Maintenance Director upstairs.
12. There was a comment by a Board Member the staff doesn't need two restrooms. An idea is to move one second floor restroom to face the corridor. This could be the ADA compliant restroom, which could be large enough to be used as possible future shower.
13. Community Room doesn't need a refrigerator accessible to the public. Remove this and expand the cabinetry. The refrigerator will be placed in the Outreach office.
14. Creating new doors from the library to the new space will be expensive. When the last opening was created it cost thousands of dollars as they had to cut through thick concrete wall and the wall of the Fowler Building. It would be best to reuse the existing door or widen it and only cut in one additional doorway one each level.
15. The doorway placement on the second level does need to be closer to the front (south) side of the building and the breakroom. We will look at the code to see if there are any issues with placing the door in the I.T. Office.
16. Is there a possibility of moving the overhead lines along West Stephenson Avenue? It is doubtful this will happen in the near future as the utility company would probably charge to do this work.
17. The emergency egress exit needs to be placed to the rear of the Fowler Building as an exit door directly to the alley is not allowed.
18. Repurpose the existing offices that will be vacant into new uses. A couple of thoughts are as a play area and/or a quiet room.
19. There will be some shelving lost when the new doorways are created. There will need some thought put into new configurations.

Thank you,

James Damron, AIA, LEED AP A,B, & D
479.452.2636
www.risleyarch.com

**BY-LAWS OF THE
BOONE COUNTY LIBRARY BOARD**

Adopted February 21, 2002

Amended February 17, 2005

Amended March 22, 2018

ARTICLE I – NAME, AUTHORIZATION AND RESPONSIBILITY

Section 1. The organized body known as the “Boone County Library Board” exists by authority of the Boone County Quorum Court Ordinance No. 1978-8 dated May 8, 1978.

Section 2. The Boone County Library Board shall be responsible for the establishment and continuing surveillance of the over-all policies governing the operations of the county library system.

Section 3. The Boone County Library Board must abide by the laws governing the conduct of all county boards 14-14-705 County advisory or administrative boards, Arkansas Public Library Laws.

ARTICLE II – OBJECTIVE

The objective of the Boone County Library Board is to create and maintain the necessary facilities to provide the books and other library resources for the interest, information, and enlightenment of all people served by the county library system.

ARTICLE III – MEMBERSHIP

Section 1. The Boone County Library Board is composed of five (5) members who are appointed by the County Judge, with concurrence of the Boone County Quorum Court. The appointed Board members shall subscribe to the oath of office within ten (10) days from the date of appointment and evidence of oath of office shall be filed with the County Clerk.

Section 2. The Boone County Library Board members are appointed to serve a five (5) year term and shall serve until their successors are appointed and qualified. No Board member shall be appointed for more than two (2) consecutive terms.

Section 3. Regular Board meeting attendance is necessary for the conducting of official library business. If unable to attend, Board members must notify Chairman of the Board or Library Director.

Section 4. If Board member moves from the County, then they would vacate their position.

Section 5. All vacancies would be appointed by the County Judge, with concurrence of the Boone County Quorum Court.

Section 6. The County Judge serves as an ex-officio member of the Board without vote.

ARTICLE VI – ORDER OF BUSINESS

Section 1. The order of business at the regular meetings of the Boone County Library Board shall be as follows:

- (a) Call to order
- (b) Reading of the Minutes of proceeding meeting
- (c) Budget, financial, and statistical report
- (d) Old business
- (e) New business
- (f) Adjournment

Section 2. If in the judgment of the Chairman, circumstances should make it desirable to deviate from the prescribed order of business at any meeting, he/she may so announce and proceed accordingly, unless objection is voiced. Should objection be voiced, the proposed deviation shall be subjected to majority vote.

ARTICLE VII – COMMITTEES

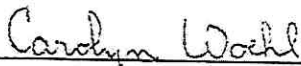
Section 1. There shall be no standing committees.

Section 2. The Board County Library Board may establish such ad hoc committees as it deems advisable and assign to each such committee specific duties or functions. The Chairman shall designate the members and name of the Chairman of any ad hoc committee established.

ARTICLE VIII – AMENDMENTS TO BY-LAWS

These By-Laws may be altered, amended or repealed and new By-Laws may be adopted by a two thirds affirmative vote of the Board members present at any regular meeting, if the proposed By-Laws are actually stated in the call notice for the meeting.

The undersigned officers of the Boone County Library Board do hereby certify the above and foregoing By-Laws were duly amended by the Boone County Library Board on the 22nd day of March 2018.



Chairman



Secretary

Copy: Boone County Library Board Members
Boone County Judge
Boone County Clerk
Arkansas State Librarian

ARTICLE IV – OFFICERS

Section 1. Officers of the Boone County Library Board shall include a Chairman, Vice-Chairman and Secretary. All officers except the Secretary shall be elected annually by usual parliamentary procedures at the annual meeting. The Library Director or her representative shall be Secretary and the Library Director shall be an ex-officio member of the Board without a vote and shall attend all board meetings except those concerning the position of the Library Director. The Chairman may succeed himself/herself.

Section 2. The Chairman shall preside at all meetings and shall decide all points of order or procedure not specifically provided for by these By-Laws. He/she shall act as the Board's official agent in any public or legal problems and/or relationships which may arise as a consequence of any actions of the Boone County Library Board. The Chairman shall be an ex-officio member of all appointed committees.

Section 3. In the absence of the Chairman, the Vice-Chairman shall perform the duties of the Chairman.

Section 4. The Secretary shall keep the minutes of the meetings and perform the duties generally assigned to this office.

ARTICLE V – MEETINGS

Section 1. Regular meetings of the Boone County Library Board shall be held on the fourth Thursday of each month at 12:00 noon in the library's meeting room. Should circumstances dictate a change in the date, time, or place of any meeting, notice shall be provided to all Board members within two (2) calendar days. The public must be notified as well.

Section 2. Special meetings may be called by the Chairman or upon the written request of three (3) members. The notice for a special meeting shall state the purpose for which the meeting is called and written notification of all Board members must be sent not less than two (2) calendar days prior to the calendar day of the meeting. The public must be notified as well.

Section 3. All meetings regular or special of the Boone County Library Board shall be considered public meetings. All minutes of the meetings must be maintained for public review through the Freedom of Information Act. Board business should not be discussed outside of board meetings by text or e-mail. A library e-mail will be established for communications about board meetings.

Section 4. Three (3) Board members, including at least one elective officer, shall constitute the quorum required for the transaction of any business at any meeting of the Boone County Library Board.

Section 5. The January meeting shall be the Annual Meeting, at which time the officers shall be elected.

SECTION 2: Secretariat

The County Clerk shall serve as secretariat to the Quorum Court and shall perform all administrative and record keeping duties of the secretariat of the Quorum Court.

The secretariat of the Quorum Court shall keep written minutes that include the final vote on each *Ordinance or Resolution* indicating the vote of each individual member. (REF.14-14-902....14-14-903)

SECTION 3: Register of Ordinances and Resolutions

- a. There shall be maintained in the office of the secretariat of the Quorum Court a "*County Ordinance and Resolution*" Register for all Ordinances, Resolutions, and Amendments to each, adopted and approved by the Court. Entries in such Register shall be sequentially numbered in the order adopted and approved; provided however, that a separate sequential numbering system shall be maintained for both Ordinances and Resolutions. The Register shall be maintained by the secretariat as a permanent record of the Court; and shall contain that minimum information needed for indexing as required in Arkansas Code Annotated (14-14-903).
- b. There shall be maintained in the courthouse a *Permanent Record* of all Ordinances and Resolutions, in the form of a uniform bound County Code, in which each enactment is entered in full after passage and approval, *except* when a code or budget is adopted by reference. Such *Permanent Record* shall be so indexed to provide for efficient identification, location, and retrieval of all Ordinances and Resolutions by subject, register number and date enacted. Such *Permanent Record* may be by book and page.

SECTION 4: Agenda

- a. It shall be the responsibility of the County Judge to prepare the Agenda and the County Clerk shall distribute the Agenda of the Quorum Court to its members and other interested citizens. Any items submitted to the County Judge for submission on the Agenda must be submitted in writing no later than five (5) business days prior to the regularly scheduled meeting. The name of the sponsor of each Agenda item shall be attached to the Ordinance or Resolution before it is placed on the Agenda. A member of the Quorum Court must sponsor any Ordinances that are submitted. Any timely submission to the office of County Judge by a Justice of the Peace shall be placed on the Agenda by the County Judge. A packet containing items that have been placed on the Agenda shall be delivered to the Quorum Court members and other interested individuals no later than 3 business days prior to the regularly scheduled meeting and also posted prominently in the courthouse no later than the Friday prior to the regularly scheduled meeting. This packet of items may be sent by electronic mail (e-mail). (14-14-905 (a)...14-14-913(a))

FILED
TIME 10:30 AM
JAN 15 2025
CRYSTAL GRADY
BOONE COUNTY CLERK
BY M.A. D.C.

EMERGENCY ORDINANCE (4)

No. 2025 - 4

BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF BOONE, STATE OF ARKANSAS, AN ORDINANCE TO BE ENTITLED:

AN ORDINANCE ESTABLISHING THE ORGANIZATION, MANAGEMENT, AND RULES OF PROCEDURE FOR THE AFFAIRS OF THE BOONE COUNTY QUORUM COURT FOR YEAR 2025; TO DECLARE AN EMERGENCY; AND FOR OTHER PURPOSES.

NOW, THEREFORE, BE IT ORDAINED BY THE QUORUM COURT OF THE COUNTY OF BOONE, STATE OF ARKANSAS:

SECTION 1: Procedural Rules

In the absence of specific rules of procedure, as set in this Procedural Ordinance, the rules of procedure for transacting business at all regular and special sessions of the Quorum Court shall be Robert's Rules of Order, Newly Revised, subject to modification or development of our own rules. The Clerk shall commence a roll call vote with a different member of the Quorum Court on a rotating basis or use a paper ballot with the Clerk reading off the votes cast without objection; however, any citizen attending a meeting of the Boone County Quorum Court shall be recognized to speak and given up to a two minute opportunity per topic to comment whether for, against, or make a general statement, prior to a *FINAL DECISION* on any Ordinance, Resolution, or other issue before the Quorum Court. Each Quorum Court member shall not be limited in the number of times to speak on the issues under discussion.

The public shall be entitled to attend any public meeting, pursuant to Ark. Code Ann 25-19-106. There shall be no requirement for public participation, but any individual may be recognized by the presiding officer for comment. However, an individual shall not have more than two (2) minutes to speak on any one (1) issue which shall be restricted to subjects either under discussion by the Quorum Court or those subjects where the Quorum Court has responsibility and authority except where they are in conflict with the general laws of the State of Arkansas. (REF 14-14-904). The issue must be announced before the speaker is recognized. If a speaker would like more than two minutes to speak on a topic, a motion must be made by a Justice for them to have additional time or even an unlimited amount of time, followed by a second of said motion, and get approval of the whole court via voice vote.

for giving timely notice to absent members, as well as giving public notice, containing the information specified in subsection (a) of this section.

- c. Notice of a *special meeting* of the Quorum Court called by the County Judge at other than a meeting of the Quorum Court shall be accomplished by the County Judge notifying the County Clerk, in writing, if time permits, who shall be responsible for notifying each Justice of the Peace individually, in writing, if time permits, and giving due public notice, containing information specified in subsection (a) of this section.
- d. Notice of a *special meeting* of the Quorum Court called by a majority of the Justices of the Peace shall be accomplished by one (1) member of the majority notifying the County Clerk, in writing, if time permits. In addition to the information specified in subsection (a), the notice shall also include the *name* of each Justice of the Peace making up the majority calling the meeting. The County Clerk shall be responsible for notifying the County Judge and each Justice of the Peace individually, not included in the majority calling the *special meeting*, in writing, if time permits, and giving due public notice.
- e. In order to protect the rights and interests of all county officials concerned and the general public, it is the intent of this body that notice of a call for a *special meeting* shall be given as far in advance as possible, consistent with the nature and immediacy of the purpose of the *special meeting*. The minimum twenty-four (24) hour notice should therefore not be resorted to except under extreme and unusual circumstances.
- f. All *special meetings* of the Quorum Court or any of its committees shall be in conformance with the Arkansas Freedom of Information Act and all other Arkansas State laws.

SECTION 7: *Public Notification of Meetings; Notification of Meetings of Committees.*

In addition to all other duties required by law, the County Clerk shall be responsible for giving the public notification required by the Arkansas Freedom of Information Act of *regular* and *special* meetings of the Quorum Court and *committees* thereof. Committee chairpersons shall give the County Clerk notice of meetings of their *committees* in sufficient time for compliance with public notification of such meetings as required by law.

SECTION 8: *Attendance at Meetings by County Treasurer*

- a. In addition to all other duties required by law, the County Treasurer shall attend all regular meetings of the Quorum Court for the purpose of responding to any questions which may arise concerning the financial statement required to be submitted monthly to the Quorum Court by the County Treasurer.
- b. In addition to all other duties required by law, the County Treasurer shall attend all *special meetings* of the Quorum Court where members of the Quorum Court or the County Judge deem such attendance necessary. Timely notice of such need for the attendance shall be furnished the County Treasurer giving the purpose for which attendance is required.

- b. Three (3) members of the Quorum Court and the County Judge may jointly submit items after the agenda closes, if it is considered to be in the best interest of the county.
- c. The Quorum Court must vote for approval of the Agenda at the beginning of each Quorum Court meeting. To be placed on the Agenda, a member from the public must call the County Judge's Office and submit the subject to be discussed and the name(s) of those who will be addressing the court. If a member is to remove an item on the Agenda, then a motion must be made by a Justice, followed by a second of said motion, and get approval of the whole court via voice vote.
- d. An individual placed on the Agenda shall not have more than five (5) minutes to speak on their submitted issue/topic and said issue must be announced before the speaker is recognized. If a speaker would like more than five minutes to speak on a topic, a motion must be made by a Justice for them to have additional time or even an unlimited amount of time, followed by a second of said motion, and get approval of the whole court via voice vote.
- e. All individual's placed on the Agenda to speak before the court must provide all flyers and/or handouts to the County Judge's office for distribution no later than 3 business days before the meeting. This will be provided to each Justice in their meeting packet information.

SECTION 5: Regular Meetings

The regular monthly meeting of the Quorum Court will be held at 6:00 p.m. on the second Tuesday of each month at 400 East Prospect in Harrison, Arkansas. The alternate location will be the Boone County Courthouse when necessary. When a regular meeting of the Quorum Court falls on a recognized county holiday, the meeting shall be held at the same time and place on the next day for which county government offices are open for business. All regular meetings of the Quorum Court shall conform to the Arkansas Freedom of Information Act and all other State laws. (14-14-904)

The procedure for payment of per diem for the Justices of the Peace Quorum Court Meetings shall be five hundred dollars (\$500.00) per meeting (regular and special meetings) not to exceed seven thousand dollars (\$7,000.00) per year per Justice per diem. This allows for two special meetings.

SECTION 6: Special Meetings (14-14-904)

- a. The County Judge or a majority of the elected Justices of the Peace may call *special meetings* upon at least a twenty-four (24) hour notice. The notice of *special meetings* shall specify the SUBJECTS, DATE, TIME, and DESIGNATED LOCATION of the *special meeting*. Only such business as was included in the notice may be considered.
- b. Notice of a *special meeting* given at any regular or special meetings of the Quorum Court shall constitute due notice to the members given. The County Clerk shall be responsible

- g. Committee Meetings. There shall be a regular monthly meeting of all committees at 6:00 p.m. on the day that is one week prior to the regular Quorum Court meeting subject to necessary changes as announced due to recognized holidays, inclement weather, or etc. The agenda for each month shall list all committees along with the chairperson and members and a list of items up for discussion by each committee. If a committee has no business to discuss it will be passed over. The Chairperson or other designated person for each committee shall provide the ordinances or topics for their committee to the County Judges office prior to the meeting so the committee agenda may be prepared. Each agenda shall include a clause stating "New Business – Open as needed" in the event there is unknown new business or updates to bring forth from any committee. In addition, Committees shall meet at the call of the chairperson, or two (2) committee members should the need arise.
- h. Notice of Meetings. All committee meetings shall be open to the public. Representatives of the media shall be given at least a two (2) hour notice of all meetings.
- i. Reports. Each committee shall periodically report its progress, findings and recommendations to the Quorum Court during regular or special meetings. The formal committee report in the regular or special session of the Quorum Court shall provide opportunity for both a *majority* and a *minority* report, if and when such situation exists.
- j. Minutes. Each committee shall require written minutes of the actions taken in such meeting. Copies of committee meeting minutes shall be prepared by a designee in the County Judge's Office and included in Quorum Court meeting packets. Minutes will be made available to the public upon request.
- k. Appointment of Additional Committees. The County Judge, in accordance with ACA 14-14-703 or other Arkansas State law, may appoint other *standing* and *special* committees, which shall function in accordance with the procedures as set forth in this section.
- l. Presentation of the Budget. The Budget and Finance Committee shall present the *Annual Appropriation Ordinance and Detailed Annual Budget* at the November or December Quorum Court Meeting. These shall be made available for public inspection and comment. (14-14-904 (b) (1) (A) (ii))

SECTION 10: If any provision of this Ordinance or the application thereof to any person or circumstance is held to be invalid, such invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

SECTION 11: All Ordinances or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

c. **SECTION 9: *Standing and Special Committees***

a. a. Definitions:

(1) Wherever the term "*standing committee*" is used in this section, it shall mean a committee of the Quorum Court, constituted to perform in a continuing function, and intended to remain in existence.

(2) Wherever the term "*special committee*" is used, it shall mean a committee of the Quorum Court constituted to complete a specified assignment to be dismissed upon completion of this task.

(3) Wherever the term "committee" or "committees" is used, it shall mean both *standing* and *special* committees of the Quorum Court.

b. Standing Committees Enumerated. There are hereby established the following:

Budget and Finance

Law Enforcement

Personnel

Roads and Bridges / Buildings and Grounds

Solid Waste Management

c. Composition. Each committee shall consist of not less than three (3) or more than five (5) members.

d. Appointments. In accordance with ACA 14-14-703 or other Arkansas State law, the County Judge shall appoint all *standing* and *special* committees of the Quorum Court. The County Judge may appoint non-Quorum Court members to any committee except the Budget and Finance Committee as a non-voting member.

e. Terms of Members. The length of membership for each committee member shall be one (1) calendar year or remainder of calendar year if appointed during the year. The County Judge or his/her designated agent shall be an *ex-officio* member of each *standing* or *special* committee. The County Treasurer or his/her designated agent shall be an *ex-officio* member of the Budget and Finance Committee.

f. Election of Chairpersons. Committee chairpersons shall be elected by each individual committee, provided that no Justice may serve as the chairperson of more than one (1) *standing* committee. The term of office of chairperson shall be one (1) year, but a chairperson may be selected to serve successive terms.

SECTION 12: Act 742 of 1977, (Amendment 55). Arkansas General Assembly and amendments thereto, requires the Quorum Court to meet monthly at a specified time and place, and whereas the Quorum Court may call special meetings with twenty-four (24) hour notice, and whereas certain notices must be given under certain circumstances by order of law and whereas, the Quorum Court has authority to require certain persons to attend the special and regular meetings of the Quorum Court and give, record and store certain information and records pertaining to the state, status and condition of the County, and whereas certain committees ordained by the Quorum Court shall function responsively and immediately for the benefit of the County.

EMERGENCY CLAUSE: Therefore, in order to comply with the laws of Arkansas and the workload of this governing body, an emergency is hereby declared to exist for Boone County to be in compliance with Act 742 of 1977, and this Ordinance being necessary for the immediate preservation of the public peace, health and safety shall be in full force and effect from and after its passage and approval.

In accordance with the requirements of Ark. Code Ann. 14-14-116, this publication is paid for from the budget of the Boone County Quorum Court.

The total cost of this publication is _____.

DATE PASSED: 1-14-2025

SUBMITTED BY: Justice Sam Tinsley

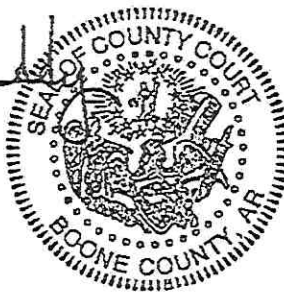
DATE APPROVED: 1-14-2025

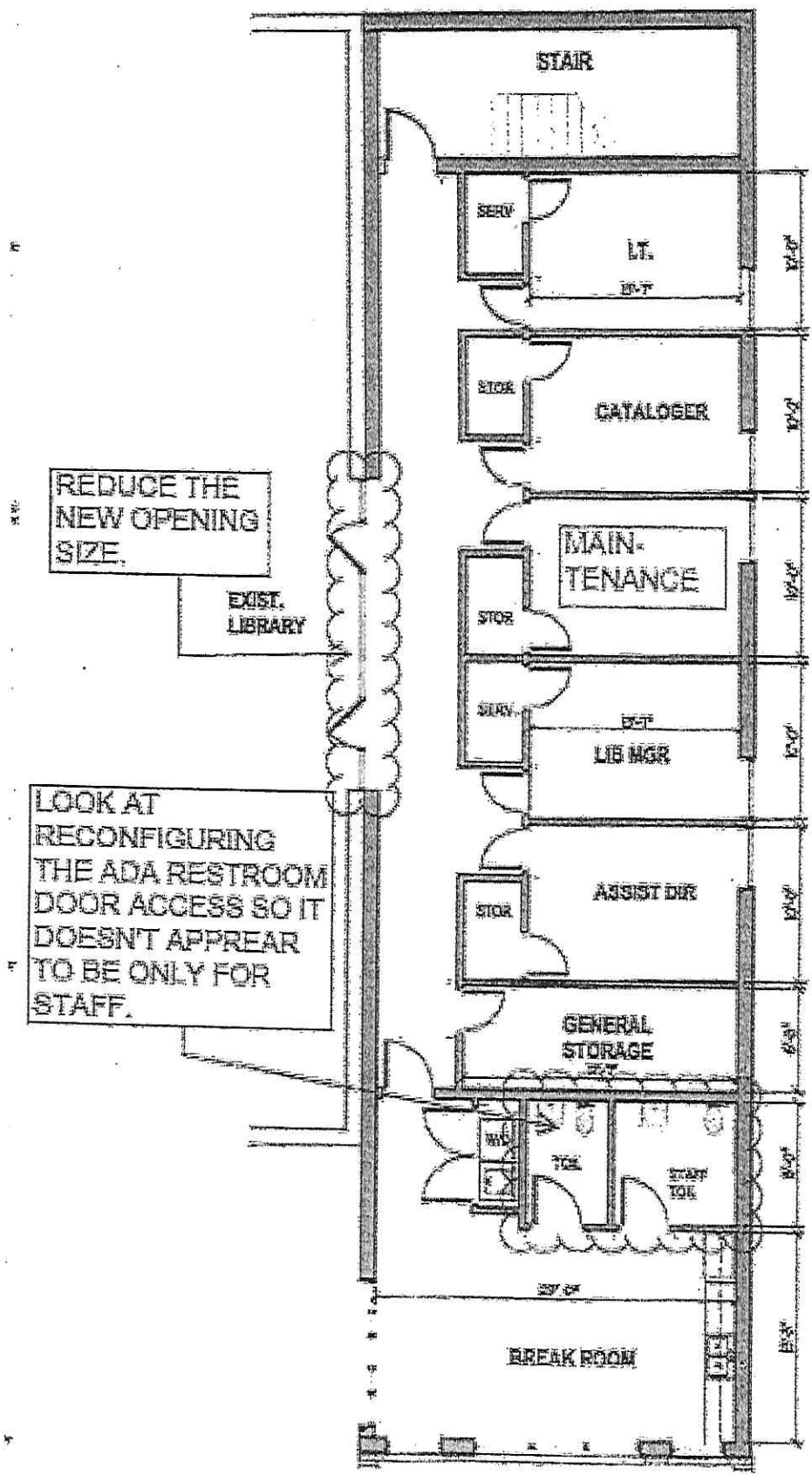
APPROVED: _____

Robert Hathaway
Boone County Judge

ATTEST: _____

Crystal Graddy
Boone County Clerk



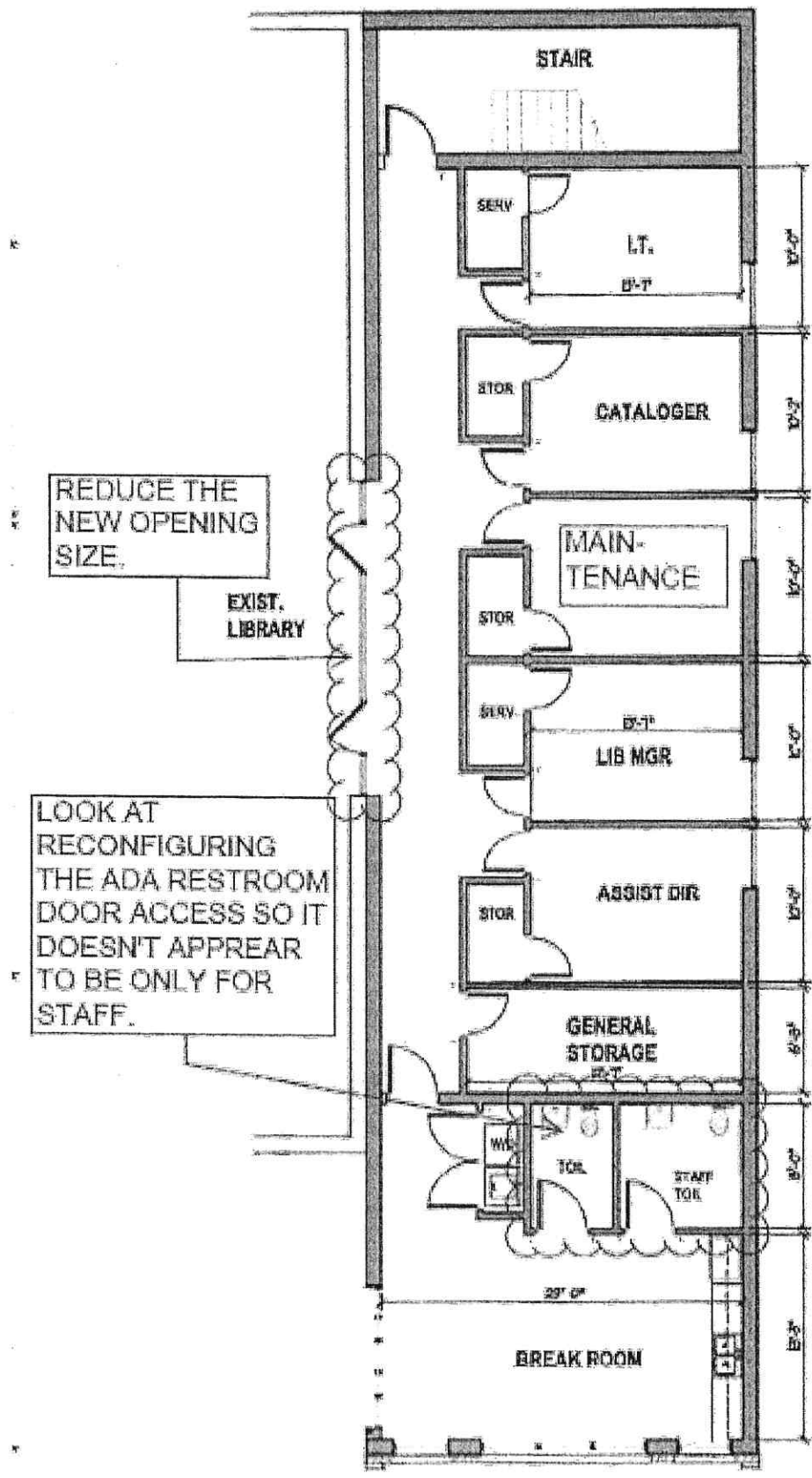


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