



**Forrest City Public Library  
Minutes – September 15, 2025**

**I. CALL TO ORDER – 3:00**

**II. ROLL CALL**

LINDSAY HODGES, JEANETTE JENKINS, SANDRA WRIGHT – *in attendance*  
KAREN HODGES, EVELYN SMITH – *not in attendance*

**III. MOTION TO APPROVE MINUTES** – Meeting called to order, and it was motioned by Sandra Wright and seconded by Jeanette Jenkins to approve minutes from the July 14, 2025, and the Special Called meeting on August 5, 2025. Motion carried.

**IV. REPORTS OF COMMITTEES**

- a. **FINANCIALS** – It was motioned by Jeanette Jenkins and seconded by Sandra Wright to accept the financials as presented; motion carried.

**V. UNFINISHED BUSINESS**

- a. **AMPHITHEATER PROJECT UPDATE** - Harris reported that Martin Smith, EDG, requested a meeting with her to discuss the letter he received stating the library should not be financially responsible for the fence change order of \$10,776. Smith stated that EDG should have “caught the error” that created the need for a change order. Smith stated the possibility of EDG making payments and referred Harris to their CFO for further assistance. Harris stated that she sent the CFO an email and had not heard back. Lastly, Smith stated, as professionals, EDG will complete this project.

Harris went on to report that, due to several work changes, she requested that the board approve cashing in a certificate of deposit from Armor Bank to cover costs. It was motioned by Jeanette Jenkins and seconded by Sandra Wright to cash in a certificate of deposit from Armor and deposit \$75,000 into the checking account and reinvest the balance into another CD; motion carried.

**VI. NEW BUSINESS**

- a. **ELECTION COMMISSION** – Patti Long, chair of the St. Francis County Election Commission, outlined the process for placing a library millage before the voters. Long outlined filing requirements, election costs and the new laws governing special elections. Due to filing deadlines, the earliest possible election date would be March 2026.
- b. **STATE AID FUNDING CHANGES** – Harris reported changes to state library funding, effective now. A letter received from the Arkansas State Library Director outlined changes in the funding formula, which currently decreases the amount by \$2,526. The letter also warned that payments in later quarters are not guaranteed.

**VII. ANNOUNCEMENTS/CORRESPONDENCE**

- a. **DIRECTORS REPORT** – Harris reported on postponing working on employee handbook until the amphitheater project is completed. Also reported on were Saturday open hours statistics and vandalism at the amphitheater.

**VIII. ADJOURNMENT** next meeting October 13, 2025

By \_\_\_\_\_

Minutes approved on:

Lindsay Hodges, Chairperson

*Minutes prepared by Artisa Harris on Sept 17, 2025*