



Library Advisory Board Minutes

January 3, 2024, at 1 PM

Location

Bentonville Public Library (BPL) Haney Family Conference Room

Call to Order

Hadi Dudley, Library Director, called the meeting to order at 1:03 p.m.

Attendees

Michelle Evans, Michele Stamps Pritchett, Megan Bolinder, Matthew Moses, Nathan Pollet, Kimberly Seay, Cynthia Cochran, Teresa Stafford, Judy Marquess, Octavio Sanchez, Hadi Dudley, Vira Kousol and Samantha Sacry

Approval of December 6, 2023, Minutes

The group reviewed the meeting minutes from December 6, 2023. Michelle Evans moved, and Megan Bolinder seconded to approve the minutes as presented. December 6, 2023, board minutes were approved as presented.

Agenda Items

1. Bentonville Library Report
 - a. Samantha Sacry talked about the BPL Book Marathon.
 - i. The BPL Book Marathon encourages adult readers to explore diverse genres and themes in literature while highlighting the library's extensive collection.
 - ii. We hope to explore the rich variety of books and authors and emphasize the breadth of the library's collection, including fiction, non-fiction, classics, and contemporary works.
 - iii. Patrons are encouraged to read 26 books in 2024 from our curated lists, choosing one genre or option to mix and match. Completed lists will be turned in to the library and patrons will be entered to win a Kindle Fire Tablet.
 1. Curated lists of six different genres: Poetry, Books in Translation, Arkansas Writers, Food Memoirs, BIPOC Thrillers, and Graphic novels
 - b. Hadi Dudley gave an update on the library's new website.
 - i. BPL's existing website is 13 years old and long overdue for a redesign. We budgeted this year to design a new website with Prisma. Future budget funds will allow for updates to the content management system (CMS) to allow for ongoing upgrades.
 - ii. Samantha will lead the project. She discussed the approach for redesign: it will be visually appealing, user-friendly and improve promotions of all BPL's programs, services and resources.
 - c. Hadi Dudley shared PowerPoint slides recapping 2023 accomplishments and touched on 2024 goals. A full hard copy list was provided to board members during the meeting (attachment).
2. Hadi Dudley gave the library expansion/remodel update.
 - a. Parking lot modifications remain behind schedule.
 - i. Asphalt installation and striping are pending; asphalt is temperature dependent. We hope to have a finished project this week.
 - b. Construction progress: interior walls are going up, roof decking and exterior siding are nearly complete; brickwork will begin by February.
 - c. Furniture, Fixture & Equipment (FF&E) plan is still being developed by MSR Design.
3. Judy Marquess provided the Friends of the Library Report
 - a. Spring Book Sale – March 22 - 23

- i. Member preview sale March 21
 - b. 2023 Donations
 - i. Great year for book donations!
 - ii. Many large donations from individuals
 - iii. Several ReaderLink donations
 - c. Financials for 2023 include:
 - i. Revenue Sources
 - 1. Book Store Sales
 - 2. Amazon Sales
 - 3. Memberships
 - 4. Miscellaneous
 - ii. Expenses
 - 1. Staff scholarships
 - 2. Books and library needs
 - 3. Book club books
 - 4. FOL expenses
 - iii. EOY Money Market - \$27,341.20
 - iv. EOY Checking Account - \$12,454.11
 - d. Next Friends meeting – January 8, 2024, at 1 PM in the Walmart Community Room
 - e. Next Between Friends – Wednesday, January 17, 2024, 10 AM in BPL’s Sunroom
- 4. Teresa Stafford provided the Library Foundation Report
 - a. 2023 End-of-Year totals
 - i. Total donations this year-to-date = 281
 - ii. Total dollar (cash in) this year-to-date = \$2,245,300.82
 - b. EOY Appeal:
 - i. Total donations = 22
 - ii. Total dollars = \$33,630.00 (gifts are still coming in)
 - iii. Gifts to namespace = 3
 - 1. 1 Named Space: 4-seat community meeting room
 - 2. 2 Named Items: Book Bins in the children’s library space
 - c. Building Fund to date:
 - i. Total donation amount committed = \$11,454,982
 - ii. Add the \$4.5 million bond money, we are at \$15,954,982.
 - iii. Funding gap = \$795,018
 - d. Reminder: 2024 Annual Donor Appreciation Luncheon – invitation only for Giving Society members (Loyalists, Honors, Legacy)
 - i. Invitations have been mailed
 - ii. Sunday, February 25
 - iii. Sponsored by Flintco
 - iv. Guest Speaker: Shana DeSmit, Vice President with Sam’s Club in Meat & Seafood
 - 1. Will speak on the sustainability of seafood and meat production.
 - v. Guests will get the first sneak-peek tour of the expansion.
 - e. BLF is planning an Endowment Endeavor
 - i. Internal readiness will be conducted in 2024.
 - 1. Meetings with key stakeholders will begin in the second quarter of this year.
 - ii. Public launch January 2025
 - f. The next BLF board meeting is scheduled for January 8, 2024.
 - i. Welcoming new board member Jackie Marzano with RJW Logistics Group

- ii. Interviewing additional new board member on January 5 – candidate is Sr. Merchandise Director with Walmart
- 5. Public Comments on Agenda Items (Limited Public Forum) – No Public Comments

Next Meeting

Wednesday, February 7, 2024, at 1 pm

Adjournment

The Library Advisory Board adjourned at 1:57 pm.

The Library Advisory Board took a group photograph for the 2024 term.

About Public Comments on Agenda Items

Library Advisory Board meetings are open to the public. Guests may make public comments at the end of the agenda. Making a public comment will require registering with your name, address, phone number, and email address. Each person is limited to 3 minutes of comments; public comments should relate to board meeting agenda items.



The mission of Bentonville Public Library (BPL) is to engage our community, encourage discovery and promote literacy by offering lifelong learning opportunities.

2023 ACCOMPLISHMENTS

- The Library began construction on the expansion and remodel project in the spring of 2023 after breaking ground. The estimated expansion cost is \$16.75M and is endowed with funds raised through a partnership between the City of Bentonville and the Library Foundation. The expanded facility will cover 22,975 SF and feature a state-of-the-art makerspace, a new and larger storytime space and craft area in the children's department, and a reimagined teen zone with study and collaboration spaces for youth. Adults will enjoy a new book club lounge, community hub and access to more meeting spaces. BPL hosted a Topping Out celebration in November, providing the community with an opportunity to sign the final beam before it was hoisted into place. The construction project is well underway and promises to make room for more of what our community enjoys at Bentonville Public Library.
- In collaboration with the Mayor of Bentonville, the Library partnered with the Bentonville Parks Department and other organizations to launch a pilot project. The project involved installing and dedicating a "Li'l Library in the Park" at Lake Bentonville Park, which aims to expand access to books and promote literacy.
- BPL participated in the City of Bentonville's sesquicentennial anniversary with nearly 30 activities to celebrate 150 years each month. In February, BPL began promoting a special art contest for Bentonville-themed commemorative library cards. The winning designs were unveiled in June. In July, BPL debuted Bentonville Book Bingo—a reading activity with local trivia. Several city leaders also joined the library fun as guest storytime readers. Many more engaging activities took place throughout the year, reaching more than 6,500 people.
- Bentonville Public Library hosted a booth at several community events, including Bentonville Connections, First Friday, Bentonville Together, National Night Out, Tinkerfest at the Amazeum, OZ Kids™ Fat Tire Crit & Fall Fest, and Choose Love. BPL also celebrated Welcoming Week NWA with activities and initiatives, including the launch of personal hygiene kits.
- Bentonville GeekCon and OZ Kids™ Bike & Book Fest returned to Bentonville Public Library. Several partners, sponsors and volunteers supported the events. Both outdoor celebrations were attended by approximately 3,000 people.
- Major projects accomplished by the library include: comprehensive review and revisions to library policies and procedural documents, relocation of BPL's Learning Gardens, establishment of a new Seed Library and launch of a 1000 Books Before Kindergarten program.
- The Library kicked off the summer by partnering with For the Love NWA Food Truck for Neighbor Night with library staff and board members preparing and serving more than 300 free meals to community members. Stories were read to children and Bentonville 150 coloring books were distributed.
- BPL's Summer Reading Club celebrated reading and more with the "All together now!" theme. In June and July, 4,450 participants read more than 44,900 hours with 124,511 materials checked out of the library.
- Bentonville Public Library was again a designated site for Bentonville Schools' and Aramark's Summer Feeding Program. More than 8,490 free meals were served this summer!

- BPL continued and expanded its partnership with Bentonville Schools as staff worked collaboratively to promote early literacy development and our Tech Card program continued into its tenth year.
- Bentonville Public Library participated in the State Library's Mockingbird project as an avenue for resource sharing with other Arkansas public libraries.
- BPL hosted several author events throughout the year, including Dick Lehr, Ashley Franklin, Suzanne Woods Fisher, Shelley Shepard Gray and Roland Smith. The programs were offered in partnership with the Friends of the Bentonville Library and Two Friends Books, among other library supporters.
- Utilizing Impact Fees, the Library expanded its collection of books, audiobooks, videos and library of things materials. The new purchases are being made available for public use, enhancing BPL's offerings for our growing community.

2024 GOALS

- Bentonville Public Library will continue work on the facility expansion project with opening day for the addition anticipated in the Summer. The remodel portion will take a few months to complete after the addition is open.
- BPL will open a new Makerspace for community use that will allow patrons to learn through hands-on experiences with tinkering, coding, 3-D printing, arts, crafts and more. The Library will use Impact Fees to purchase equipment that will be used by the public.
- BPL will open a new Digital Lab for community use that will allow patrons to learn new things through specialty technologies. The Library will use Impact Fees to purchase equipment that will be used by the public.
- The Library will use Impact Fees to fund an "opening day collection" of books, audiobooks, videos and things to sustain and expand the library's collection, as well as upgrade and improve the collection for our use by our growing community
- Bentonville Public Library will use Impact Fees to fund capital equipment to sustain and expand the library's capacity to meet growing public demand including new self-check terminals, security gates and a larger book sorting system.
- Bentonville Public Library will launch a new website with a more streamlined and user-friendly interface, making it easier for patrons to access the Library's services and resources online.
- BPL will complete the library's strategic plan comprised of key priorities during a three-year period, and gain board support for the plan.
- The library will institute cost-recovery rental fees for meeting room use, as appropriate to policies and procedures.
- BPL will continue to participate in initiatives that celebrate our welcoming community, diversity and equal access to library resources, as appropriate to our mission.
- Bentonville Library will continue to collaborate with partners to plan, present and implement community events that celebrate literature, art, culture and other Bentonville values.
- BPL will continue to offer quality services and programs for children, teenagers, adults and families.
- Library staff will continue to offer outreach activities and partnerships with community organizations to broaden the library's reach in our community, as resources allow.
- BPL will continue collection development, in the form of physical materials and digital resources, to support the educational and life-enriching needs of our library patrons.
- Librarians will continue to implement standards that promote stewardship of resources, such as eCommerce and the Materials Recovery Program.
- Library staff will continue to focus on operational maintenance practices to keep the library building and grounds in excellent condition.

2024 Library Personnel Flowchart

