

Meeting Note

The January 31, 2024, meeting was scheduled with board approval and takes the place of the Library Advisory Board meeting originally scheduled for February 7, 2024.

Location

Bentonville Public Library (BPL) Haney Family Conference Room

Call to Order

Hadi Dudley, Library Director, called the meeting to order at 1:02 p.m.

Attendees

Kimberly Seay, Michele Stamps Pritchett, Megan Bolinder, Michelle Evans, Nathan Pollet, Octavio Sanchez, Teresa Stafford, Judy Marquess, Hadi Dudley, and Vira Kousol

Guest: John Harlow with Flintco Construction

Approval of January 3, 2024, Minutes

The group reviewed the meeting minutes from January 3, 2024. Kimberly Seay moved, and Michele Stamps Pritchett seconded to approve the minutes as presented. The January 3, 2024 board minutes were approved as presented.

Agenda Items

1. Hadi Dudley and John Harlow discussed the library's Expansion/Remodel project. The renovation scope and timeline were discussed in-depth, accompanied by a visual presentation of photographs and floorplans.*
 - a. Construction Progress - Proposed renovation schedule for spring and fall work will impact library services and operations.
 - i. Meeting rooms will be closed to the public beginning March 1 in order to maximize all available space for library programming, then will be used for staff workspace during remodel work that impacts work and service areas.
 - ii. Key areas for the initial remodel: Walmart Room, Friends Bookstore, Rotary Room, bookdrop/sorter, staff workroom, foyer and front service desk.
 - b. General discussion of library services and temporary closures
 - i. The library advisory board does not favor temporary closure during the early renovation period.
 - i. The area can be made safe, but the library will be extremely noisy when the foyer remodel is happening. Staff will need to relocate out of the workroom areas and front desk. Operations and services will be moved to best work around the interior construction.
 - ii. The library will determine a temporary closure schedule leading up to the opening of the addition in order to deliver and install furniture and shelving, relocate collections, install technologies and ready spaces for public use.
 - iii. After the addition opens, the current children's department will be closed for renovations. The library will essentially operate as two buildings until the

construction zone is safe for patrons and staff to pass through. There are several service and operational implications for the library staff to navigate during this time.

- c. Parking lot modifications – the new, additional parking spots opened on January 5.
2. Hadi Dudley gave the Bentonville Library Report
 - a. Overview of 2023 statistics
 - i. Circulation: 827,971
 - i. Largest recorded to date: 64,544 over the previous year
 - ii. Library visits: 343,435
 - i. 86,359 over the previous year
 - iii. Material requests filled: 72,479
 - i. 10,727 more than 2022
 - iv. Program attendance: 52,971
 - i. 12,150 more than 2022
 - v. Locker use: 9,912
 - vi. New cards: 6,490
 - b. New library card designs unveiled – Hadi shared four designs with the board.
 - c. Nana Kwame Adjei-Brenyah's author event is rescheduled to Friday, February 2, at 6:30 p.m. This event is in partnership with Two Friends Books and sponsored by Friends of the Bentonville Library.
 - d. Limited programs and events (see meeting agenda item 1.a.i.)
 - i. Bentonville GeekCon and OZ Kids® Bike & Book Fest – on hiatus
 - ii. Summer Reading Club: programs and events will be significantly scaled back
 - iii. Other regular workshops and events are limited.
3. City of Bentonville events
 - a. State of the City Address: Tuesday, February 13 at City Council (6 PM meeting)
 - b. State of the City – Community Event: Thursday, April 4 at Bentonville Community Center at 5:30 PM
4. Donor naming approvals - NOTE: this item was TABLED until the next board meeting.
 - a. John Shores Community Meeting Room (4-person study)
 - b. Sandy Loveless: Children's Picture Book Bin
 - c. Joseph & Cindee Murphy: Children's Picture Book Bin
 - d. William & Shannon Burkart: Children's Picture Book Bin
 - e. Fineberg & Associates: Youth Book Display
5. Judy Marquess gave the Friends of the Bentonville Library Report
 - a. Friends has no financial report for January.
 - i. January was a very good month in the bookstore
 - ii. Great donations from patrons
 - iii. Looking forward to moving to the new bookstore
 - iv. Improving our online services with new accounting software, online membership, and new technical tools in the bookstore
 - b. Spring Book Sales – March 21 – 23
 - i. Member preview March 21
 - ii. Open to public March 22 - 23
6. Teresa Stafford provided the Bentonville Library Foundation Report
 - a. 2024 totals YTD:
 - i. Total donations = 18
 - ii. Total dollars (cash in) = \$90,248

- b. EOY Appeal:
 - i. Total donations = 26
 - ii. Total dollars = \$36,130
 - iii. Lapsed donor letters were mailed out last week, to which we always receive good responses.
- c. Building Fund to date:
 - i. Total donation amount committed = \$11,459,982
 - ii. Funding gap = \$790,018
 - iii. We are currently negotiating principal gifts, which look promising.
- d. Reminder: 2024 Annual Donor Appreciation Luncheon – invitation only for Giving Society members (Loyalists, Honors, Legacy)
 - i. Please get your RSVP in
 - ii. Sunday, February 25
 - iii. Sponsored by Flintco
 - iv. Guest Speaker: Shana DeSmith, V.P. w/Sam's Club in Meat & Seafood
 - i. Will speak on the Regenerative Focus: How Sam's Looks at Giving Back to The Community and People
 - v. Guests will get their first sneak-peek tour of the expansion.
- e. BLF BOD's update:
 - i. Welcoming new board member Michael Dodd – candidate is Walmart Sr. Merchandise Director, Floorcare and Large Appliances
 - ii. Established a new working committee – donor Relations and Community Development
 - i. Creating expanded awareness of the library's amenities and new opportunities for businesses, supplier/vendor community, and new residents to Bentonville
 - ii. Increasing engagement
 - iii. Collaborating with the WFF Home Region team and the Runway Group to develop assets in the community.
- f. The next BLF board meeting is scheduled for March 11, 2024
- 7. Public Comments on Agenda Items (Limited Public Forum) - None

Next Meeting

Wednesday, March 6, 2024, at 1 PM

Adjournment

The Library Advisory Board adjourned at 2:05 PM

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.

*Item 1: Renovation floorplans and timeline presentation available upon request.