

Location

Bentonville Public Library (BPL) McGaugh Family Literacy Area

Call to Order

Hadi Dudley, Library Director, called the meeting to order at 1:04 p.m.

Attendees

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

Approval of March 6, 2024 Minutes

The group reviewed the meeting minutes from March 6, 2024. Matthew Moses moved, and Kimberly Seay seconded to approve the minutes as presented. March 6, 2024, board minutes were approved as presented.

Agenda Items

1. Hadi Dudley provided the Bentonville Library Report.
 - a. The [2023 Annual Report](#) is published online. A hardcopy was passed around and board members provided positive feedback.
 - b. Community State of the City Event: Thursday, April 4 at 5:30 PM at the Community Center
 - c. Bentonville Connections City Expo and Event: Thursday, April 25 at 10 AM (expo) and 11 AM (public information) at the Community
 - d. City Leaders at Library Storytimes during the week of April 22, leading into Bentonville Together Festival. Bentonville Together Festival is Saturday, April 27, from 4– 7 PM at Orchards Park.
2. Expansion / Remodel Update
 - a. Spring renovation on schedule for April 1
 - i. Rotary and Walmart rooms handed over to Flintco
 - ii. Due to limited space, BPL cannot accept book donations; book donations will resume in the summer.
 - iii. BPL will temporarily close May 20 – June 2 for safety reasons
 1. New sorter installation scheduled for May 20
 2. Friends' bookstore will be relocated during the closure.
 3. Three new HVAC units will be installed to replace existing ones.
 4. Relocation of the library service and work areas will be completed.
 5. Demolition of the main entry wall begins. When BPL reopens, the area will be made safe for public entry.
 6. All library staff will work fully scheduled hours. A priority project is collection development work to support summer and opening day.
 7. The drive-thru bookdrop and community center services will remain open. Holds and locker services at both locations will be suspended. Holds and locker services will resume when BPL reopens.
 8. Online library services will continue.

- 9. Public information about the closure will begin this week.
 - iv. BPL will reopen for the beginning of Summer Reading Club on Monday, June 3
 - v. Construction will continue while the library is open to the public.
 - b. Furniture, Fixture & Equipment phase
 - i. The City Council approved the shelving purchase on March 26
 - 1. The cost of new shelving was approximately \$320,000.
 - ii. The furniture budget and contracts are scheduled for the City Council approval on April 9. Various types of furniture are being procured, and furnishings are contract-grade and meant for heavy public use.
 - iii. MSR Design solicited proposals utilizing purchasing contracts. Four local dealers will be awarded various sections of the furniture package based on competitive pricing across 23 furniture groups. The City Council will need to approve specific contracts due to cost; other contracts are below the approval threshold. BPL will purchase some ancillary items directly from vendors to save money. This procurement process saved more than \$195,500 on furnishings.
 - iv. One furniture group was not on contract pricing and is a sole source producer of specialty outdoor furnishings. BPL will request a bid waiver for this one vendor through a local dealer who provided the lowest quoted price.
 - v. Costs for new furnishings will not exceed \$1,208,000.
 - vi. Reusing existing furniture in renovated spaces will save \$235,000 and reduce our carbon footprint by 110,426 kg CO₂e (doing the work of 5,020 trees over one year).
- 3. Judy Marquess provided the Friends of the Bentonville Library Report
 - a. Spring Book Sale
 - i. Great sale – more than \$7,100
 - ii. Largest Spring sale on record
 - iii. Partners – Benton County Sheriff's Office, Zebra Technologies, BPL staff, ReaderLink, BPL Foundation members
 - iv. Shared resources with Gravette and Gentry Libraries
 - b. Arkansas State Library Training – Three members attended, provided helpful information, and networking with other local libraries.
 - c. Membership Goal – 150 new members by October 2024 stand at 112.
 - d. Financials per month include:
 - i. Book Store Sales
 - ii. Book Sale
 - iii. Memberships
 - iv. Miscellaneous
 - e. Total Revenue for March - \$11,802
 - f. Expenses for March - \$937
 - g. Year-to-Date Revenue - \$17,075
 - h. Year-to-Date Expenses - \$12,026
 - i. Example: BPL Gardening needs, volunteer appreciation supplies
 - i. Total deposit for 3/31/2024 - \$51,298.
 - j. Between Friends – The next meeting is Wednesday, April 17 at 10 AM in the Sunroom.
 - i. Over 150 books were discussed in the first year!
 - k. Next FOL meeting – Monday, May 6 at 10 AM in the Sunroom.

4. Teresa Stafford provided the Bentonville Library Foundation Report
 - a. 2024 Totals YTD:
 - i. Total donations = 59
 - ii. Total dollars = \$125,178
 - b. Building Fund to Date:
 - i. Total donation amount committed = \$11,788,017
 - ii. Funding gap = \$461,983
 - c. National Library Giving Day – TODAY!
 - i. Appeal mailed 3/28.
 1. \$3,334 received.
 2. 3 trees named.
 - ii. Focus on trees, bins, and BLF general use fund.
 - iii. Posted to LinkedIn
 - d. BLF BOD's update:
 - i. The Donor Relations and Community Development Committee is moving forward and building enthusiastic support from Walmart, Runway, Visit Bentonville, the Chamber, and others.
 1. Creating expanded awareness of the library's amenities and new opportunities for businesses, supplier/vendor community, new residents to Bentonville, and current residents.
 2. Increasing engagement and developing sponsorship opportunities.
 - e. Next BLF board meeting scheduled for May 13, 2024
5. Public Comments on Agenda Items (Limited Public Forum) – no public comments were provided.

Next Meeting

Wednesday, May 1, 2024, at 1 PM
McGaugh Family Literacy Area

Adjournment

The Library Advisory Board adjourned at 1:55 p.m.

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. To make a public comment, you must register 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.