

Location

Bentonville Public Library (BPL)
McGaugh Family Literacy Room

Call to Order

Hadi Dudley, Library Director, called the meeting to order at 1:07 PM

Attendees

Matthew Moses, Michele Stamps Pritchett, Megan Bolinder, Michelle Evans, Nathan Pollet, Cynthia Cochran, Octavio Sanchez, Teresa Stafford, Judy Marquess, Bonnie Bridges, Hadi Dudley, Vira Kousol, and Tara Cloud Clark

Approval of Minutes: September 4, 2024

October 2, 2024: No Meeting Minutes*

The group reviewed the meeting minutes from September 4, 2024. Michele Stamps Pritchett moved, and Megan Bolinder seconded, to approve the minutes as presented. The board minutes for September 4, 2024 were approved as presented.

Agenda Items

1. Hadi Dudley, Library Director, provided the Library Report:
 - a. Holiday Closure Schedule
 - i. November 11: Veterans Day holiday
 - ii. November 27: Close at 5 PM
 - iii. November 28 and 29: Thanksgiving
 - iv. December 23: Close at 5 PM
 - v. December 24 and 25: Christmas Eve and Christmas Day
 - vi. December 31: Close at 5 PM
 - vii. January 1: New Year's Day
 - b. Upcoming City/Library meetings hosted at BPL:
 - i. Joint City Council / City Planning Commission Meeting: Friday, November 8, 12:45 – 3:15 PM.
 - ii. Regional Library Directors' Meeting (Library Development District I): Friday, November 22
 - iii. City of Bentonville Employee Appreciation Event (co-hosting with Parks Department at Lawrence Plaza)
 - iv. Run Bentonville Half Marathon Training Group: Saturday mornings mid-December through April 5th
 - v. After the remodel and Double Dutch is installed, an art reception will be scheduled to celebrate the public art partnership with OZ Art NWA.
 - c. A recap of the Library's Ribbon Cutting event was provided by Dudley:
 - i. More than 600 people attended the library's event!
 - ii. Key takeaways: attendees were joyful and supportive (overall), with high praise and positive feedback.

- iii. The Welcome Celebration was positively received, especially with the hosted booths. Library staff, volunteers, and key contributors greeted everyone and assisted with casual tours of the spaces. Project leadership, community partners, City officials, and Library Foundation donors were important fixtures at the event. Special guests from Arkansas State Library leadership were also in attendance.
 - iv. Bentonville Mayor Stephanie Orman shared a special proclamation.
 - v. The only negative issue reported was the poor sound system BPL borrowed from another city department. A few minor adjustments could have been made in some areas, but the consensus was that the community event was a success.
 - 2. Dudley offered an update on the Expansion/Renovation project:
 - a. Construction punch list and close-out for expansion is ongoing.
 - b. Furniture and equipment delivery and installation recap
 - i. Phase I delivery of furniture in the expansion is ongoing.
 - ii. Phase II delivery in the bookclub lounge, meeting rooms, and business center is pending.
 - iii. We are contracting with four regional furniture vendors; three of the four vendors have not performed well; incorrect items were installed, and some furniture has not been delivered.
 - iv. A technology company that usually performs well also underperformed but was able to resolve key issues before BPL's re-opening.
 - c. Signage package updates
 - i. Most of the important signs have been installed and additional signage is forthcoming. When the new renovation is open; more signage will be installed.
 - d. Remaining renovation overview
 - i. The renovation is ongoing until the end of January, and we hope to open spaces to the public in February.
 - e. Tara Cloud Clark, Marketing Specialist, provided general updates on rebranding, the website, and meeting room amenities.
 - 3. Friends of the Bentonville Library Report
 - a. Judy Marquess provided the Library of the Friends report.
 - b. The Read It Again Book Store's grand reopening was October 28. That day, almost \$900 in sales were made.
 - c. A member-only sale event will be held on Monday, November 18, 5 PM – 7:30 PM
 - d. Financials for October include Book Store Sales, Memberships, and Miscellaneous.
 - i. Total Revenue for October - \$1,056
 - ii. Expenses for October - \$6,043
 - e. Year-to-Date Revenue - \$45,814
 - f. Year-to-Date Expenses - \$24,207
 - i. Example: Library staff appreciation, T-shirts, and other special library projects.
 - g. Total on deposit 10/31/2024 - \$46,964
 - h. Between Friend's next meeting is Wednesday, November 20, at 10 AM in the McGaugh Family Literacy Room.
 - i. Next FOL meeting: Monday, December 2, 10 AM in the McGaugh Family Literacy Room.
 - 4. Bentonville Library Foundation Report
 - a. Teresa Stafford provided the Library Foundation report.
 - b. 2024 totals YTD:
 - i. Total donations = 168

- ii. Total dollars (cash in) = \$230,410
- c. Fund development plan:
 - i. Walmart Associate's Season of Giving began 11-2
 - 1. Distributed through Constant Contact to all identities in our database
 - 2. BLF Board sharing with their connections
 - ii. 2024 EOY appeal mailed 11/6
 - iii. Corporate Partners launched
 - 1. Page launched on BLF website
 - 2. Secured First National Bank of NWA as sponsor for the Library's 2025 Safe Driving Program
- d. Foundation events:
 - i. December 19, BLF will host the Chamber of Commerce's monthly event in Walmart Foundation Community Room
 - ii. 2025 Donor Appreciation Luncheon – February 23, 2025
 - 1. BLF's formal end-of-campaign celebration
 - 2. Named spaces dedication
 - 3. September – Booked for the Evening / Library Service Awards
- e. Next BLF board meeting scheduled for November 12, 2024
- 5. Public Comments on Agenda Items (Limited Public Forum):
 - a. No comments were provided.
- 6. The group will tour the Makerspace with Librarian Carl Lukins if time allows.
 - a. The group did not have time for this agenda item.

Next Meeting

Wednesday, December 4, 2024 at 1 PM

Room Location TBD

Adjournment

The Library Advisory Board adjourned at 2:04 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. 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.

*On October 2, 2024, the Library Advisory Board meeting was not formally called to order, and there are no meeting minutes. Several members were onsite and received a tour of the adult collections and new expansion spaces.