

**Location**

Bentonville Public Library (BPL)  
Rotary Conference Room

**Call to Order** by Board Chairperson - Cynthia Cochran

**Roll Call**

<b>Library Advisory Board</b>	<b>Ex-Officio Groups</b>	<b>Ex-Officio Representative</b>
Cynthia Cochran	Bentonville City Council	Octavio Sanchez
Jennifer Doherty	Friends of the Bentonville Library	Peggy Snyder
Michelle Evans	Bentonville Library Foundation	Steve Galen / Kelly McLintock
Nathan Pollet	BPL Teen Advisory Board	Jemal Janyyeva
Kimberly Seay	Northwest Arkansas Genealogical Society	Carol Miles
Roland Smith	Northwest Arkansas Community College	Sharon Fox
Michele Stamps Pritchett	Bentonville History Museum	(TBD)
	Bentonville Schools	(TBD)
<b>BPL Staff</b>		<b>Guests / City Staff</b>
Hadi Dudley, Library Director		
Tara Cloud Clark, Marketing Specialist		
Courtney Fitzgerald, Senior Circulation Librarian		
Tiffany Genser, Library Specialist		
Anna Sharon, Teen Services Librarian		

**Approval of Meeting Minutes**

February 4, 2026

**Agenda Items**

1. Library Advisory Board business
  - a. Ex-Officio Board Seats
    - i. Update and welcome to new members
2. Library Report
  - a. Programming & Marketing updates: Tara Cloud Clark, Marketing Specialist
  - b. Adult Services report: Courtney Fitzgerald, Senior Circulation Librarian with Tiffany Genser, Library Specialist
    - i. AARP Community Challenge Flagship Grant
    - ii. If All Arkansas Read the Same Book
    - iii. Other projects: Farm to Home, Make & Mingle with the Parks Department, and Music in the Library (presenter update).
    - iv. Reminder and invitation: What We Carry on March 10 at 530PM and US Naturalization Ceremony March 13 at 10AM
  - c. Administration updates: Hadi Dudley, Library Director
    - i. Library Fee and Fine Schedule Review

- ii. FY2026 (3<sup>rd</sup> quarter) State Aid distribution delayed by State Library Board
- 3. Ex-Officio – Standing Reports
  - a. Friends of the Bentonville Library
  - b. Bentonville Library Foundation
- 4. Ex-Officio – Additional Reports\*
  - a. BPL Teen Advisory Board
  - b. Northwest Arkansas Genealogical Society
  - c. Northwest Arkansas Community College
- 5. Public Comments on Agenda Items (Limited Public Forum)

**Next Meeting**

Wednesday, April 1, 2026 at 5 PM

**Adjournment**

**Agenda Appendix**

BPL Fee and Fine Schedule (2 documents)

*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 you to 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.

\*Additional ex-officio reports are provided as business and time allows.

**Library Fee and Fine Schedule (attachment)**

## Proposed updates

- Increase copy / print fees: b/w \$0.15 to \$0.25; color \$.30 to \$.50 (per page)
- Add Fax fee (new): \$1 / page
- Discontinue fees to use sewing machines
- Option for discount of filament w large format 3D printer

Makerspace fees – remain same: fair and appropriate. Positive usage.

Meeting room rental fee structure – remain same: fair and appropriate. No issues w agreements or collecting revenue from users.

Non-resident fee – remain same: no change to fee/2 year; continue issuing library cards to Benton County residents at no cost.

**Justification – Increase copy / print charges**

- **\$47,735** Capital investment in print/copy/scan/fax system
  - New hardware + established second (new) service point w Business Center
  - Two new color/bw public copiers
  - Four new public use terminals
  - Functionality upgrades - scanning, faxing, translation, and more
  - Mobile printing capabilities
  - Micro-processing of credit card payments (no transaction fee)
- **No fee increase in 20+ years**, BPL also pays **annual service** contracts
- **Cost of labor** increase: patron assistance and work on financial deposits

Public Library Comparison - NWA Peers					
	bw	color	fax	notary	Note
Rogers	0.15	0.25	n/a	n/a	
Springdale	0.15	0.50	1.00	free	
Fay	0.15	0.25	1.00	free	
BV	0.20	0.40	n/a	n/a	1.00 per month print allowance (free)
Fort Smith	0.25	1.00	see note	2.00	fax send: \$2 pg 1, \$1 extra pgs; receive: \$1 pg
Mtn Home	0.10	0.30	1.50	free	
<b>Bentonville</b>	0.15	0.3	0	n/a	
<b>BPL UPDATE</b>	0.25	0.5	1	n/a	
For-Profit / Business Comparison					
FedEx/Kinkos	0.28	0.86	2.5	n/a	
Office Depot	0.31	0.83	2	n/a	
Staples	0.33	0.77	2	n/a	
UPS (avg)	.25 - .35	.75 - .85	\$1+	\$5+	

## Bentonville Public Library: Fee and Fine Schedule

Description	Current	NEW	Unit of Measurement	Notes
<b>Cost-Recovery Fees</b>				
Non-resident library card	25.00		per household; ev 2-years	This is not change - document edit reflects approved practice
Replacement library card	1.00		per card	
Photocopy/print: black & white	0.15	0.25	per page	Digital scanning - no cost
Photocopy/print: color	0.30	0.50	per page	Digital scanning - no cost
Fax service	0.00	1.00	per page	Digital scanning - no cost
Technology use	0.00		per day	
3D Printing PLA Filament	0.10		per gram	Large format discount: 0.05 per gram
Vinyl & Die Cutter: paper or sticker	0.50		per page or sticker	
Vinyl & Die Cutter: vinyl	2.00		per foot	
Sewing	2.00	0.00	per hour	1 foot minimum
Sewing: embroidery	2.00	0.00	per 10,000 stitches	\$2.00 minimum
Sewing: serger	4.00	0.00	per hour	1 hour minimum
Sewing: backing	0.50	0.00	per foot	1 foot minimum
Laminator	0.50		per pouch or per foot	
Glowforge: plywood	10.00		12" x 20"	
Glowforge: acrylic	13.00		12" x 20"	
Glowforge: leather	3.00		12" x 20"	
Glowforge: foamboard	1.50		12" x 20"	
Glowforge: cardboard	0.50		12" x 20"	
Glowforge: chipboard pad	0.50		12" x 20"	
Administrative Fee	50.00		per hour	staff assistance, minor cleaning or repairs
Class or workshop	varies		per class or workshop, per person	refundable deposit or cost of materials (ex. \$5 or \$10)
Miscellaneous items for sale	varies		per item	
Cleaning or repair fee: facility damage	varies		per item	for cleaning or repair costs beyond administrative fee
<b>Meeting Room Rental Fees</b>				
Small Group Meeting and Individual Study Rooms	Free			1 to 2 to 4-person
Arvest Foundation Conference Room (For-Profit)	15.00		2 hours	6-person
Arvest Foundation Conference Room (Non-Profit)	7.50		2 hours	6-person
Kerr Conference Room (For-Profit)	15.00		2 hours	6-person
Kerr Conference Room (Non-Profit)	7.50		2 hours	6-person
Haney Family Conference Room (For-Profit)	25.00		2 hours	25-person
Haney Family Conference Room (Non-Profit)	12.50		2 hours	25-person
Rotary Conference Room (For-Profit)	50.00		2 hours	50-person
Rotary Conference Room (Non-Profit)	25.00		2 hours	50-person
Walmart Foundation Community Room (For-Profit)	150.00		2 hours	250-person
Walmart Foundation Community Room (Non-Profit)	50.00		2 hours	250-person
Early Booking Fee (For-Profit)	500.00			6+ months in advance; not refundable
Early Booking Fee (Non-Profit)	250.00			6+ months in advance; not refundable
Facility Fee	100.00			minimum 1 week notice; ex: furniture moving (stage)
No-show or late cancellations will forfeit entire meeting room fee				minimum 48 hours required
Non-resident library card fee applicable to individuals or groups outside the region				

**Bentonville Public Library: Fee and Fine Schedule**

Description	Current	NEW	Unit of Measurement	Notes
<b>Library Fines</b>				
Overdue: regular materials	0.10		per item, per day	\$2.00 limit
Overdue: specialty materials	1.00		per item, per day	\$10.00 limit
Damaged: item repairable	5.00		per item	
Multi-part items: replacement cost per section	varies		per item	
Lost or Damaged: item non-usable	varies		per item	Purchase price, plus \$5.00 processing fee, plus overdue fee (if applicable)
Fine for technology returned to the book drops	50.00		per item	
<b>Suspension of Borrowing &amp; Computer Privileges</b>				
\$10.00 maximum fines and fees			per individual	
\$50.00 maximum fines and fees			per household	
<b>Collection Agency</b>				
Long Overdue/Administration Fee (Collection Agency)	15.00			Established minimum threshold: \$40.00
<b>eCommerce and Credit Cards</b>				
Established minimum threshold: \$2.50				Transaction fees are not charged to patrons
<b>Library Card Renewal</b>				
All fees and fines must be paid in total at time of library card renewal				