

Attendees: Cynthia Cochran, Aaron Jones, Kimberly Seay, Megan Bolinder, Betsy Batey, Chuck Pribbernow, Octavio Sanchez, Teresa Stafford, Hadi Dudley, and Vira Kousol. The group met via Zoom videoconferencing due to the COVID-19 pandemic.

Call to Order & Roll Call

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

Approval of March 4th, and May 6, 2020 Minutes

The group reviewed the minutes from the March 4th, and May 6, 2020 meeting. Cynthia Cochran moved, Aaron Jones seconded, to approve the minutes as presented. The March 4th, and May 6, 2020 board minutes were approved as presented.

Agenda Items

1. Hadi gave an update on the Library's actions taken in response to the COVID-19 pandemic.
 - a. Prior to the meeting, members of the Library Advisory Board were emailed **updated** portions of BPL's COVID-19 Pandemic Procedure Manual.
 - b. The State of Arkansas directive for large indoor venues is the best model for BPL, so staff **modified** minor items in our plan based on that directive.
 - i. When BPL re-opens to the public, it's better to start with a small group of people inside the building; later, this can increase based on the conditions.
 - ii. Face masks or coverings will be required for all patrons age 10 and up to enter, which is also part of the state directive and CDC's recommendation for Phase I.
 - iii. Up to 50 patrons as a capacity limit inside the facility will be imposed to fairly provide the most patrons with equal access to the library. Initially, a 30-minute time limit is planned.
 - iv. Patrons will be required to check-in before entering the facility, the check-in process allows for contact-tracing.
 - v. Children under age 10 must be with parents at all times.
 - vi. Hourly cleaning of common touchpoints in public areas will occur throughout the day.
 - vii. Certain areas of the library, and some collections, will be closed; picture books are available for checkout by request.
 - viii. If patrons do not feel comfortable coming inside the library, front porch services continue; if patrons are uncomfortable visiting the front porch, staff will take it out to them in the parking lot.
 1. Internally with the staff today, we are discussing soft opening Monday, June 8th.
 2. Different scripts are being shared with staff to serve patrons, as we want staff to feel prepared and supported.
2. Hadi gave the Library Report.
 - a. BPL is "down" five part-time staff: one was planned due to relocation; two resigned due to comfort level; and two others were due to other job schedule changes.
 - b. BPL is also losing two full-time staff: Michelle Vargas resigned to pursue another job opportunity; Sarah Herford accepted an offer with Thaden School to be its Founding Librarian.
 - c. The 2019 Annual Report will be digital this year, and it will be presented to City Council during the second meeting in June.
 - i. Note - Link shared with Library Advisory Board - <https://tinyurl.com/BPL-Report-2019>.

- d. Hadi shared the plan for summer reading.
 - i. BPL began our official summer reading program on June 1st. It is all virtual.
 - ii. Online programs are planned with virtual events still being developed; staff are working on some different activities for youth.
 - iii. The Library will continue as a summer feeding site throughout the summer.
 - iv. GeekCon was cancelled, and we are not hosting in-person programs this summer.
- 3. Chuck gave the Friends of the Library Report.
 - a. Friends awarded five scholarships this year, three \$1,500 and two \$1,000 scholarships which will be awarded this summer before the start of the school year.
- 4. Teresa gave the Bentonville Library Foundation Report.
 - a. YTD donations totaled 124 gifts for a total of \$49,584.
 - b. The 2nd Annual National Library Giving Day on April 23rd was very successful this year. Last year BLF raised \$550, and this year's total is \$16,500.
 - c. This year, the Bentonville Library Foundation's Annual Report included in the Library's report, will be digital. A special letter will be mail to all giving societies' members with the link to review the report online.
 - d. The 2020 Booked for the Evening event will be virtual this year in October. All four Library Service Awards will be presented virtually.
 - i. Hadi reminded the Library Advisory Board that the group will be selecting the Teen volunteers for The Emerging Leader Award for 2020. The candidates' biographies will be emailed to the group.
 - ii. Aaron Jones agreed to lead the process for board discussion and selection.
 - e. Bentonville Library Foundation's next board meeting is Monday, July 13th. The Executive Board continues to meet as necessary between full board meetings.

Board members agreed to have a July meeting to discuss the Emerging Leader candidates, and discussed the importance of receiving a library update after the re-opening to the public.

The Library Advisory Board will meet July 1, 2020 at 1 p.m. through Zoom videoconferencing.

Adjournment

The Library Advisory Board adjourned at 1:53 p.m.