

Attendees: Cynthia Cochran, Aaron Jones, Kimberly Seay, Megan Bolinder, Betsy Batey, Nathan Pollet, 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 1:04 p.m.

Approval of July 1, 2020 Minutes

The group reviewed the minutes from July 1, 2020 meeting. Aaron Jones moved, Megan Bolinder seconded, to approve the minutes as presented. The July 1, 2020 board minutes were approved as presented.

Agenda Items

1. Hadi gave the Library Report.
 - a. Hadi shared photographs and information about re-opening of the library.
 - i. The soft opening was good, as it helped the staff become more comfortable with walking through the new protocols with the patrons.
 - ii. Many patrons are complimentary and grateful for re-opening and front porch services.
 1. Anecdotal – “the library is my lifeline” / “this is my first time out of the house” / “thank you for everything you all are doing.”
 2. We added a “day old donut” cart, where we keep books for one extra day as a courtesy
 - iii. Some areas are still closed and unavailable; patrons seem to expect full services (no time limit, study room access, storytimes, bookstore, and book donations).
 - iv. We haven’t had much pushback about masks/face coverings; we were able to distribute disposable masks to patrons, which were purchased by Friends of the Library. So far, we have given away less than 100 face masks.
 - v. The state directive for large indoor venues capacity is up to 100 people. We have not yet met the 50-person limit, so we are able to accommodate people with more time in the building.
 1. The largest daily attendance we had was 196 people on Monday, June 29.
 - b. On July 1st, BPL is reinstating the traditional overdue fees.
 - i. New daily procedure is “backdating” at check-in which will continue while quarantine is in effect.
 - c. We are adjusting the quarantine timeframe down to six days, and at some point we will probably go down to three days.
 - d. Personnel updates.
 - i. Four Part-Time Clerk positions were posted on June 23. We posted on Indeed, the City’s webpage, the Library’s webpage, promoted through social media and e-newsletter, and on our website.
 - ii. The Full-Time Specialist position will be posted soon.
 - iii. We also plan to post youth positions (1 Part-Time Clerk and a Full-Time Librarian) by September.

- e. Tech Card 2020-2021.
 - i. We have positive changes for serving Bentonville Schools.
 - 1. The student ID numbers will be uploaded to BPL system as “tech card barcode” – these will be virtual cards.
 - 2. Bentonville Public Library will physically produce cards with traditional barcodes for educators, charter/private schools, children’s shelter, JDC, and NWACC.
 - 3. The cost savings is significant; project funded by Walmart VAP funds.
 - 4. The Sora app will be used by Bentonville Schools to access Overdrive collection.
- f. FY2020 Budget Update – adjustments are being made due to decreased revenue and uncertain economic conditions.
 - i. Reducing Travel and Training.
 - ii. “Freeze” O&M expenses by 10%.
 - iii. Our capital purchases we were planning (New Self-Check Terminals) are on hold.
- g. Update on future library planning / needs assessment.
 - i. A lot of background work was performed earlier; project was put on hold, but is now back in the queue.
 - ii. Before COVID-19, the Library Foundation reported on meetings with the Walton Family Foundation about a grant to fund a Need Assessments for the library. This study will help us know what the community wants for our library, and for its growth for the next 3-10 years.
 - iii. The Request for Qualifications (RFQ) solicitation for the Library Needs Assessment project was recently posted, and several firms have submitted proposals for consideration.
 - iv. A committee is formed to select the professional firm. Selection will occur this summer; the project timeframe is fall-winter.
- h. Library closed July 3 & 4.
 - i. 211 Café will be open 9:00 am – 12:00 pm on July 3 for walkup service on veranda.
- 2. Emerging Leader Award 2020.
 - a. The selection committee: Melissa Godoy, Cynthia Cochran, Nathan Pollet and Aaron Jones interviewed candidates for the 2020 Emerging Leader Award.
 - b. The committee recommended and the board unanimously selected a candidate to honor.
 - c. The group generally discussed the Booked for the Evening event and recognition of honorees.
- 3. Friends of the Bentonville Library Report.
 - a. No report.
- 4. Teresa gave the Bentonville Library Foundation Report.
 - a. YTD donations totaled 163 gifts from 81 donors for a total of \$53,425.
 - b. A proposal for a major gift has been requested by an anonymous donor.
 - c. Bentonville Library Foundation has a new website developed in collaboration with two Ignite students.
 - d. The next Bentonville Library Foundation board meeting is scheduled for July 13th. The Executive Board continues to meet as necessary between full board meetings.

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

Adjournment

The Library Advisory Board adjourned at 1:59 p.m.