

Call to Order

Hadi Dudley, Library Director, called the meeting to order at 1:02 pm.

Library Advisory Board Members present in-person and online

Megan Bolinder, Cynthia Cochran, Matthew Moses, Michelle Stamps Pritchett, Nathan Pollet, Kimberly Seay, Judy Marquess, Teresa Stafford, Octavio Sanchez, Hadi Dudley, Vira Kousol and Bonnie Bridges

Guests present in-person and online

Kristilyn Vercruysse (MSR Design), Michelle Evans and Mike Jones (media)

Location: BPL Walmart Room and via Zoom

Approval of December 1, 2021 Minutes

The group reviewed the minutes from the December 1, 2021 meeting. Cynthia Cochran moved, Matthew Moses seconded, to approve the minutes as presented. The December 1, 2021 board minutes were approved as presented.

Agenda Items

1. MSR Design provided an update on library expansion progress, schematic pricing exercise and discussed anticipated next steps for the project.
 - a. Expect pricing on January 11th and will review with consultants to make sure everything is in alignment with what is shown on the document
 - b. On January 13th, MSR will present to Steering Committee for feedback on how to best align project with budget
 - c. Planning for a presentation to City Council on January 25th
 - d. Construction manager, Flintco, is going to provide necessary cost breakdowns
 - e. The Fire Marshal confirmed that the drive relocation has been approved
 - f. MSR reviewed highlights on revised floor plans and exterior renderings for library expansion. The group was pleased with the progress, asking questions and giving suggestions.
 - i. Added more storage areas to meeting rooms and Rotary room
 - ii. More powerful computers for design software
 - iii. Two soundproof studios (possibly for recording)
 - iv. Relocation of Haney room and new bathrooms
 - v. Floor plan was reduced by 2,000 square feet as space is more defined (63,055+/- SF total)
 - vi. Youth Services has been rearranged for better flow and improved visibility
 - vii. Exterior elevations, landscape plans and conceptual renderings were shared for the veranda, learning gardens, storm water gardens and amphitheater/gathering space.
 - viii. MSR will create an enclosed courtyard to allow people access to an outdoor space with library books; the other exterior spaces will be more open for community use.
2. Roundtable and Introductions
 - a. Hadi introduced Michelle Evans to the group; Mayor Stephanie Orman will officially appoint Michelle during a City Council meeting in January.
3. Hadi gave the Library Report
 - a. Bentonville Library received CARES ACT Grant Funds

- i. Received \$76,000 from CARES ACT funding at year-end; purchases were required to be made on or before December 31, 2021.
 - ii. Expanded remoteLockers for BPL and at the Bentonville Community Center
 - iii. Expanded WiFi by purchasing seven Access Points (AP)
 - iv. Received an additional \$56,000 to spend toward COVID response and reimbursement for ebooks purchased. This grant funding is pending approval from City Council in January; there are no hard timelines or restrictions.
 - b. The City of Bentonville received an honorable mention as a “Trendsetter City for Environmental and Green Management Practices” in *Arkansas Business*, based on [BPL’s Learning Gardens](#)
 - c. Personnel update
 - i. Four part-time clerk positions in the children’s department and the new full-time marketing specialist position are [posted online](#).
 - d. Programming update
 - i. Extended winter break for storytime due to COVID-19 conditions
 - ii. Governor Asa Hutchinson announced to ship out COVID test kits to health groups and libraries to help with distribution.
- 4. Judy Marquess gave the Friends of the Library Report
 - a. Return to original bookstore delayed
 - b. Semi-Annual Spring Sale
 - i. Members Only - March 31, Open to public April 1-2
 - c. Need to recruit active volunteers
 - d. Financial update for December 2021
 - i. Total revenue for December, 2021 - \$1,848.80
 - i. Book Store Sales
 - ii. Amazon Sales
 - iii. Memberships
 - iv. Miscellaneous
 - ii. Expenses December 2021 - \$249.31
 - e. Year to Date Revenue \$42,331.75
 - f. Year to Date Expenses \$42,999.68
 - g. Total on deposit 12/31/2021 \$36,546.73
- 5. Teresa Stafford gave the Library Foundation Report
 - a. Financial update for 2021 (as of 12/31/21)
 - i. Total gifts = 304
 - ii. Total dollars = \$629,255.51
 - iii. Number of:
 - i. Active donors increased 13%
 - ii. New donors increased 79%
 - iii. Returning donors increased 31%
 - iv. Building Fund (cash in) = \$733,270.40
 - i. Building Fund (includes commitments) = \$7,266,607.00
 - v. Numbers specific to EOY appeal
 - i. Total = \$76,600.00
 - ii. 7 new donors / 7 returning donors
 - iii. 1 notification of bequest intention
 - iv. 1 stock gift = additional \$15,000.00 (estimated)
 - v. 2021 Giving Tuesday = \$1,035.75 (social media campaign)
 - b. Annual Donor Appreciation Luncheon

- i. Sunday, February 13th at 12:30 PM
 - ii. Keynote presentation: Kristilyn Vercruysse with MSR Design
- c. Visits with multiple key stakeholders, corporations, and qualified individual prospects continue
 - i. Ad hoc committee has been organized to cultivate relationships and craft solicitations for corporations/suppliers/vendors
- d. The next BLF board meeting is scheduled for March 14, 2022

The Library Advisory Board will meet Wednesday, February 2, 2022 at 1 pm, in-person and via Zoom

Adjournment

The Library Advisory Board adjourned at 2:02 pm.