

Call to Order

Hadi Dudley, Library Director, called the meeting to order at 1:01 pm.

Library Advisory Board Members present in-person (BPL Walmart Room) and via Zoom:

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

Recognize Guest(s)

- Mayor Stephanie Orman – Proclamation celebrating Black History Month.
- Members of the Bentonville DEI Task Force joined the call.
 - Melanie Hoskins mentioned the Bentonville Together: A Celebration of Our Multicultural Community event that will occur on April 23, at the Downtown Squire. The festival will feature three themes: taste, learn, and discover; it will be open to all.
- Mayor Orman also presented the Library with the City of Bentonville's Bright Idea Award for submitting a suggestion to install "Lil' Libraries in the Parks" to broaden access to books and literacy in the community.

Approval of February 9, 2022 Minutes

The group reviewed the minutes from the January 5, 2022 meeting. Cynthia Cochran moved, Megan Bolinder seconded, to approve the minutes as presented. The January 5, 2022 board minutes were approved as presented.

Agenda Items

1. Hadi gave the Library Report
 - a. CARES Act Grant: \$56,856
 - i. Approved by city council to fund additional cabling, security camera to support remoteLockers; purchasing upgraded water fountains; adding ebooks to the collection and other supplies in response to COVID-19.
 - b. Personnel update
 - i. All part-time positions are filled.
 - ii. The full-time marketing specialist position is still posted; scheduling a few telephone interviews this week.
 - c. Expansion update
 - i. MSR's Schematic Designs were shared with LAB last month and have since gone to pricing with Flintco. The project came back more expensive than our goal budget of \$15M.
 - ii. More refinement and additional options have been developed by MSR; the options are currently undergoing further pricing reviews by Flintco.
 - d. Programs and Services update
 - i. BPL's selfCheck terminals are arriving soon; they will be equipped with coin, bill, and credit card hardware. BPL is currently working through the legal agreements with a financial processor. Merchant agreements and services are approved and ready to go.
 - ii. Bentonville Fire Department distributed the COVID-19 test kits in recent weeks. BPL appreciates the team's time and efforts on this project!
 - iii. Storytime is still on hiatus.
 - iv. Reminder: Ethics Training for Public Employees, February 11th 11AM – 1PM.
 - e. Policy revision for board approval (refer to Attachment A)

- i. Cynthia Cochran moved, Michele Stamps Pritchett seconded, to approve the policy revision as presented. Voting board members who were present unanimously approved the policy revision as presented.
 - f. Reconsideration request of material
 - i. Patron Holly Shields submitted a request for reconsideration on the title *Gender Queer: a Memoir* by Maia Kobabe, dated 1/13/2022.
 - ii. The librarian ad hoc committee is currently reviewing the material and professional resources.
 - iii. The committee's decision will be communicated to the patron when the review/decision is complete; the board will also be informed of the committee's decision.
- 2. Judy Marquess gave the Friends of the Library Report
 - a. Scheduled to return to original bookstore tentatively March
 - b. Semi-annual Spring Sale Date change
 - i. Members Only – April 14, Open to public April 15-16
 - c. Continue to recruit active volunteers
 - d. Financial update for January
 - i. Total revenue was \$1,596.64
 - 1. Book Store Sales
 - 2. Amazon Sales
 - 3. Memberships
 - 4. Miscellaneous
 - ii. Expenses for December were \$2,272.10
 - e. Year to Date Revenue \$1,596.64
 - f. Year to Date Expenses \$2,272.10
 - g. Total on deposit as of 1/31/2022 \$37,258.52
- 3. Teresa Stafford gave the Library Foundation Report
 - a. 2022 totals
 - i. Total donations = 16
 - ii. Total dollars = \$50,648.34
 - iii. Building Fund (cash in) = \$759,270.40
 - 1. Building Fund (includes commitments) = \$7,292,607.00
 - b. February 13th Annual Donor Appreciation Luncheon
 - i. Cancelled due to COVID-19 conditions
 - ii. The Foundation will re-schedule an event during National Library Week April 4-8
 - c. Many visits with multiple key stakeholders, corporations, and qualified individual prospects continue
 - i. Ad hoc marketing and public relations committee continues to develop a presentation stack for various suppliers/vendors for meetings to solicit financial support
 - ii. Actively identifying and recruiting a high-ranking corporate individual that will serve as the campaign to expand "champion"
 - d. The next BLF board meeting is scheduled for March 4, 2022.

Next Meeting

Wednesday, March 2, 2022 at 1PM, BPL Walmart Room and via Zoom
 Plan to attend: MSR Design / Flintco / Hight Jackson expansion update

Adjournment

The Library Advisory Board adjourned at 1:57 pm.

Attachment A

Collection Development Policy: approved by LAB December 2017

Posted online: <http://bentonvillelibrary.org/assets/PDFs/4-Collection-Development-Policy-2017.pdf>

Proposed revisions are highlighted. This update gives LAB members the final authority, versus recommending back to library director for a final decision. This revision is modeled from the *Appeals for Suspension of Library Privileges and Property Restrictions* which was unanimously passed by the Library Advisory Board on February 1, 2017.

CURRENT APPEAL POLICY, pages 8-9

Appeal Process

- If the individual desires further action, he/she may appeal in writing to the Library Advisory Board, within 30 calendar days of issuance of the Library Director's written decision, requesting a hearing before the Library Advisory Board.
- If a hearing is granted, it will be take place at a regularly scheduled Board meeting, which may or may not be the next scheduled meeting; the individual will be notified of when he/she may address the Library Advisory Board.
- Appeals to the Library Advisory Board will be handled in a timely manner. However, it must be recognized that time constraints or schedule conflicts may possibly delay the appeal meeting.
- The Library Advisory Board reserves the right to limit the length of presentation and number of speakers at the hearing.
- Prior to the meeting, the Library Advisory Board will have an opportunity to review the library policy, the completed reconsideration form and other correspondence with the individual, supporting documents such as collection reviews or other relevant information, the ad hoc librarian committee's conclusion and the Library Director's decision.
- The Library Advisory Board will determine whether the request for reconsideration has been handled in accordance with stated policies and procedures of the Bentonville Public Library.
- In reviewing all applicable information, the Library Advisory Board may **recommend** one of four possible results **to the Library Director**:
 - Leave the material in the collection as it is currently classified.
 - Relocate or reclassify the material to a different collection.
 - Purchase a different, suitable title on the subject matter (in lieu of the reconsidered title) if another suitable title is available for purchase.
 - Remove the material from the library's collection.
- **The Library Director will review all materials regarding the reconsideration request, including the Library Advisory Board's recommendation, in order to make a final decision on the request. Recognizing that the Library Advisory Board represents the Bentonville community, their recommendation will be considered seriously and weighed heavily.**
- **The Library Director's determination, concluding this appeal process to the Library Advisory Board, is final.**

PROPOSED REVISIONS – W Edits

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- The Library Advisory Board's decision will be determined through a simple majority vote.
 - In the event that a majority of voting board members cannot be not reached, ex-officio members may be required to vote.
- ~~– The Library Director's determination, Library Advisory Board's decision concluding this appeal process to the Library Advisory Board, is final.~~
- The patron will be notified of the decision via postal mail.

PROPOSED REVISIONS – Clean Copy

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