

Call to Order

Hadi Dudley, Library Director, called the meeting to order at 1:07 pm.

Attendees: Betsy Batey, Megan Bolinder, Cynthia Cochran, Matthew Moses, Michelle Stamps Pritchett, Nathan Pollet, Kimberly Seay, Judy Marquess, Octavio Sanchez, Hadi Dudley and Vira Kousol.

Location: City of Bentonville, City Hall, Council Chambers (305 SW A Street) with virtual option

Approval of April 7, 2021 Minutes

The group reviewed the minutes from the April 7, 2021 meeting. Matthew Moses moved, Cynthia Cochran seconded, to approve the minutes as presented. The April 7, 2021 board minutes were approved as presented.

Agenda Items

1. Hadi gave updates on Library Needs Assessment Study
 - a. The report was endorsed by the Teen Advisory Board & Northwest Arkansas Genealogical Society.
 - b. BPL launched a microsite (<http://bplexpansion.org>) to the public during National Library Week.
 - c. Expansion Update: The library, city and foundation have been participating in positive meetings to decide how to move forward with fundraising for the full expansion; a final decision will happen mid-May.
2. Hadi gave City Updates
 - a. Bond extension information
 - i. With the bond passing, city is moving forward with the first series to begin design work on many projects in coming weeks.
 - ii. Hadi anticipates library design services and construction manager services will be part of the first series.
 1. BPL will follow the Request for Qualifications (RFQ) process with committee selection for both services.
 - b. FY2022 budget information
 - i. New timeline and revised processes:
 1. Submitted a 3-year capital Improvement list for the city's consideration for planning purposes
 2. Preparing a 3-year personnel plan
 3. OM budget is due May 31, 2021
 4. City Council Budget Review Workshop in October
 5. Possible: Early-November Approval
 - a. Hadi is including a refresh of the landscaping at the Library; Nathan Pollet assisted with a plan and budget for the library.
3. Hadi gave Library updates
 - a. The Library's 2020 Annual Report is available online at <https://tinyurl.com/BPL-Report-2020>.
 - i. Hadi's biggest take away last year is how proud she is of her team; the library staff was so adaptable and supportive as they responded to COVID and implemented patron services.
 - ii. Many people enjoyed the convenience of self-service pickups on the veranda.
 - iii. Increased holds and e-book downloads.
 - iv. We accomplished the majority of the Needs Assessment Study project.

- v. Currently:
 1. Our circulation in April 2021 of physical materials actually surpassed April of 2019, indicating circulation may be returning to normal.
 2. In the summer, book clubs will likely stay virtual; storytime and youth programs will be hosted outside.
 3. We are starting to bring back volunteers this month.
- b. BPL's Backyard Learning Gardens and the Library's Rain Garden were approved as a Master Gardeners of Benton County projects.
 - i. Michele Stamps Pritchett is the Master Gardener lead contact for the Learning Gardens.
 - ii. We are planning raised beds, a sunflower house and a canopy for growing vegetables with as well as edible flowers.
 - iii. Goal for installation is the week of May 24th.
 1. We are asking the teen volunteers to help, along with the master gardener volunteers, for installation of the beds, and the planting of the gardens.
 - iv. Friends of the Library funded the garden supplies and materials.
- c. Summer Reading Club: Tails and Tales
 - i. Timeframe: June 7 – July 31
 - ii. Event Calendar: <https://attend.bentonvillelibrary.org/events?r=thismonth>
 1. New product through communitico, which replaces the old event calendar
 - iii. Register and log hours: <http://bentonvillelibrary.readsquared.com> or use the READsquared app
 1. READsquared app is being finalized and will launch very soon
 - iv. Plans for debuting The Mayor's Book Club:
 1. Mayor Stephanie Orman selected a book called *Find Your Why: a practical guide to discovering purpose for you or your team* by Simon Sinek.
 2. Goal is to encourage people to explore and identify their passions, purpose, goals, and how they bring that to their family, work, volunteerism, and community. The program will hopefully highlight the special things that happen in our community and give people ways to connect.
 3. We will host book discussion groups, starting the week of July 19th; the information will be announced at the beginning of summer.
 4. We will also have a panel discussion with the community members that the mayor will moderate
 5. Additional city staff discussion groups are planned.
 6. The Library Foundation is funding The Mayor's Book Club.
 - v. Hadi acknowledged the Library Advisory Board's discussion in April about diversity, equity and inclusion (DEI) and members' opinions related to a proposed "reading challenge."
 1. BPL librarians are considering the best method for incorporating a reading invitation for adults and young adults that promotes a wide variety of interests and includes under-represented authors.
 2. Group members shared their support for moving a reading invitation forward.
- d. BPL is a Summer Feeding Site on veranda for hot lunches: 11 am – 12 pm, Monday – Friday.
- e. American Rescue Plan Act (ARPA) stimulus funds 2021
 - i. Federal funds have been distributed to the Arkansas State Library = \$2.66M.
 - ii. \$2.5M will be distributed directly to Arkansas' public libraries in non-competitive grants.
 - iii. The Benton County formula is based on per capita with credits for poverty levels, unemployment levels, rurality and connectivity.
 - iv. It appears BPL could receive \$37,000 - \$42,000.

- v. There is a specific timeframe for funds with guidelines for purchasing.
- f. COVID-19 protocol update
 - i. BPL reinstated limited seating, 1-hour on PCs and no time limit to use facility; the genealogy department is open for patron use.
- g. The Boards and Commissions Ethics training recording is available at <https://youtu.be/5DK3tHsMTb0>.
 - i. Please email Hadi after attending session; the city would like to track virtual attendance.
- 4. Judy Marquess gave Friends of the Library Report
 - a. Pop-up sale on the veranda on April 10, focusing on children's and history books raised \$2,039.
 - b. Pop-up sale on the veranda on May 1 featuring fiction for adults, YA and children raised \$1,960.
 - c. June 5 will be next pop-up sale on the veranda. All categories will be available.
 - d. Credit card sales are now available.
 - e. Total revenue for April was \$4,668.52, which included book store sales, pop-up sales, Amazon sales, memberships, and miscellaneous.
 - i. Expenses for April = \$173.00
 - ii. Year-to-date revenue = \$9,343.71
 - iii. Year-to-date expenses = \$4,975.92
- 5. Hadi gave the Library Foundation Report in Teresa Stafford's absence
 - a. 2021 totals YTD:
 - i. Donations = 109
 - ii. Value of donations = \$59,350
 - iii. Spring appeal gifts are still coming in = \$13,045
 - iv. Foundation at-a-Glance (past six years):
 - 1. Annual donations increased 155%
 - 2. Annual revenue increased 87%
 - 3. Retention rate is 68% (percent of donors who continue to donate each year)
 - 4. Added 333 new donors
 - b. Upcoming naming dedications – dates to be determined
 - i. LAB will be invited
 - 1. McGaugh Family Literacy Area
 - 2. Patrick Carroll Staff Patio
 - c. Lead gift negotiations for the building expansion continue.
 - d. Event plans in collaboration with Runway / Mike Spivey / Ozark Outdoor Foundation and Buddy Pegs / Donald Butcher
 - i. July date
 - ii. October date – will include Library Service Awards
 - e. *Celebrate Arkansas* article in May issue features Howard Kerr and library expansion plans.
 - f. The next Foundation board meeting is Monday, May 10th
 - i. BLF Board will vote on moving forward with \$10.5M campaign to support \$15M expansion

The Library Advisory Board Meeting is canceled for Wednesday, June 2, 2021

Board members were asked to hold July and August dates for meetings this summer.

Adjournment

The Library Advisory Board adjourned at 2:05 pm.