

Call to Order

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

Library Advisory Board Members

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

Approval of January 4, 2023 Minutes

The group reviewed the minutes from the January 4, 2023 meeting. Cynthia Cochran moved, and Kimberly Seay seconded, to approve the minutes as presented. The January 4, 2023 board minutes were approved as presented.

Agenda Items

1. Hadi Dudley gave Bentonville Library Report
 - a. 150 Years – BPL participation
 - i. Courtney Fitzgerald talked about a new “Remembering Bentonville” kit
 1. This kit is part of a larger umbrella of kits (temporary name: The Healing Library) that will be offered to adults in the upcoming months. Remembering Bentonville kit falls under the Memory Lane category, intending to bridge the gap between the older and younger generations and help foster conversations through various components included. All kits contained within The Healing Library will have multiple components that appeal to the majority of senses: sight, hearing, touch, and smell.
 2. Since the history of Bentonville is so vast, staff narrowed everything down to six areas of interest and included complimentary components:
 - a. Buildings – focus on banking and buildings in downtown Bentonville with picture cards
 - b. Agriculture – focus on apple orchards, Apple Tree Numbers Game and picture cards
 - c. Hobbies & Crafts – focus on quilting and its connection to Bentonville; quilt squares, friendship quilt insert and a quilting book
 - d. Transportation – focus on trains, trains DVD, miniature train car and picture cards
 - e. Medicine – focus on traditional herbs used in Bentonville throughout history, aromatherapy oils in bottles and picture cards
 - f. Fun – Bentonville Monopoly game
 3. Other categories under The Healing Library
 - a. Memory Lane
 - b. Memory Care
 - c. Trauma (temporary title)
 - d. Mental Health
 - e. Working with multiple mental health/general health/senior care professionals in the area to collaborate on the kits

- ii. Library card design contest
 - 1. The contest is open February 6 through March 6
 - 2. Promoting through all social outlets, websites, banners, and kiosks
 - 3. Theme: We are looking for a colorful design that celebrates Bentonville's 150th Anniversary. For more information, visit bentonville150.com
 - 4. Submitters must have a library card; cannot be staff
 - 5. Forms are available online and in person in the library
 - 6. Open to all ages, card design must be submitted by March 6 at 8 PM
 - 7. Artwork will be judged by a panel of BPL and City of Bentonville Staff, as well as the Library and Teen Advisory Board members
 - 8. The winning design will be used for the official library cards and may be used on library promotional materials, including posters, bookmarks, forms, flyers, and on the library's website.
 - b. Hadi Dudley provided year-end statistics: In 2022, Bentonville Public Library recorded 763,427 circulations of its collections, including checkouts of physical materials and downloads of digital books. This is BPL's highest circulation ever! Other library milestones include 61,752 holds fulfilled and over 603,000 database hits. Library visitors totaled more than 257,000 with 39,621 patrons attending library programs and over 5,800 new library cards issued.
 - c. Hadi provided library expansion updates
 - i. Flintco bid day: Tuesday, February 7
 - ii. We are on a budget and are able to pick up a few alternates. Flintco will descope with some of the bidders to make sure everything is aligned with the submitted price, making certain contractors address the plans. Flintco will meet with the lowest possible bidders and confirm everything is on track with the final calculation.
 - iii. There were more than 125 bids submitted – almost every trade had two or more bids. Some trades had several competitive bids from quality contractors.
 - iv. Groundbreaking is planned for the last week of April
 - d. Library Service Awards
 - i. Emerging Leader Award candidates
 - 1. Three candidates identified by BPL staff
 - 2. Library Advisory Board members select emerging leader award winners
 - 3. Library Advisory Board committee volunteers – Cynthia Cochran, Kim Seay, and Michele Stamps Pritchett
 - 4. Timeline: committee review of candidates in February; present awardee's name to meeting on March 1 for Library Advisory Board approval
 - ii. Distinguished Service Award (pending)
 - e. Lil' Library in the Park: BPL identified tentative dates for installation/unveiling; these dates are subject to change based on weather conditions leading up to installation and on the date of unveiling. The library will announce a date to the public when it's confirmed.
 - i. Friday, February 24 at 1 PM: Hold for the unveiling
 - ii. Monday, February 27 at 1 PM: Hold – backup date for the unveiling
 - f. BPL at community events
 - i. Friday, April 7 at 3 – 9 PM (First Friday on the Square)
 - ii. Saturday, April 29 at 4 – 9 PM (Bentonville Together Multicultural Festival at Orchards Park)
 - 1. Library Advisory Board members are asked to volunteer at these events.
- 2. City of Bentonville
 - a. Annual Ethics training on Monday, February 13 at 5 PM

- i. City Council Chambers (in-person option)
 - ii. Virtual option provided by an assistant to the mayor
 - b. Save the date: Bentonville Connections is scheduled for Thursday, April 27
- 3. Judy Marquess provided the Friends of the Library (FOL) Report
 - a. Financials for January include:
 - i. Book Store Sales
 - ii. Amazon Sales
 - iii. Memberships
 - iv. Miscellaneous
 - b. Total revenue for January = \$2,250.96
 - c. Expenses for January = \$20,759.28
 - i. Including pre-paid commitments to BPL (Summer Reading Program, Author Visits, and Geek Con); Teen and Children Book Clubs; storage facility rent
 - d. Total on deposit 1/31/2023 = \$15,835.21
 - e. Addition of a new Chairperson – Volunteer Coordinator
 - f. Membership involvement – Between Friends, 3rd Wednesday of each month at 10 AM in the Sunroom – FOL will host the first meeting on March 13
 - g. Judy shared a bookstore review in a Travel Blog – Roaming the Midwest
 - h. Semi-Annual Spring Book Sale planned for March 30 – April 1
- 4. Teresa Stafford provided the Bentonville Library Foundation (BLF) Report
 - a. 2023 totals
 - i. Total donations = 34
 - ii. Total dollars = \$106,150.85
 - b. Actual, cumulative Building Fund to date will be updated at the Library Advisory Board March 1 meeting
 - c. Spring mass appeal
 - i. Mail February 22
 - ii. Continued funding needed to close the gap
 - d. Ongoing meetings with multiple prospective individual and corporate donors continue
 - e. Annual Donor Appreciation Lunch Sunday, February 26
 - i. This is an invitation-only event for donors
 - ii. Flintco is sponsoring the event
 - iii. A big announcement is planned
 - iv. Please RSVP – the event is filling up quickly
 - f. The next BLF board meeting is scheduled for March 13, 2023.
- 5. The Library Advisory Board reviewed and discussed three policies: Collection Development, Emergency Preparedness, and Programs and Services
 - i. Clean copies will be sent to the group on February 20 to review before approval in March.

Next Meeting

Wednesday, March 1, 2023 at 1 PM, BPL Rotary Room

Adjournment

The Library Advisory Board adjourned at 2:16 pm.