

**AGENDA**  
**March 19, 2018 | 3:30 pm**  
**Saline County Library Board of Trustees**  
**Bob Herzfeld Memorial Library**

- I. Call to Order
- II. Announcements
- III. Board Reports
- IV. [Minutes from the 3/1/18 special board meeting](#)
- V. [Financial Reports](#)
  - a. [Income and Expense Reports](#)
  - b. [Budget Modification Report](#)
- VI. [Discussion Items](#)
  - a. [Director's Report](#)
  - b. [Friends of the Library Report](#)
  - c. [Library Management Team Reports](#)
- VII. [Old Business](#)
- VIII. [New Business](#)
  - a. [Library Deletions](#)
  - b. [Credit card for K. Benham](#)
  - c. [Policy change for library cards](#)
  - d. [Review of Patron Code of Conduct](#)
  - e. [Gift of Trees for Bryant](#)
  - f. [Food for Fines during National Library Week](#)
- IX. Adjourn

Next regular board meeting May 21, 2018 at 3:30 p.m.

## Special Board Meeting Minutes March 1, 2018

### Attendees:

Dustin Sanders , Board Chair	Jill Martin, Assistant Library Director
Linda Edwards, Board Member	Reagan Silva, Branch Manager
George "Bucky" Ellis, Board Member	Brad Crumby, Financial Coordinator
Joan O'Neal, Board Member	Erin Loy, HR Coordinator
Patty Hector, Library Director	Trevor Taylor, Library Interiors of Texas

### I. Call to Order

Sanders called the meeting to order at 3:05 p.m.

### II. Announcements

### III. Board Reports

### IV. Minutes from the 2/8/18 special board meeting

Edwards moved to accept the minutes from the February 8, 2018 special board meeting. O'Neal seconded the motion, which passed unanimously.

### V. Discussion Items

#### a. Finishes from Library Interiors of Texas

Taylor presented some flooring samples and showed pictures of the furnishings that will be used in the branch. The color palette will be made up of neutral gray tones with accent colors. Each area will have its own accent colors to help differentiate between the different zones.

Hector and Martin will meet with Taylor at the Texas Library Association Conference in April to finalize the color and finish options.

The estimated completion date is now the first week of August, which will change the branch closing period from May to July. Once a firm timeline has been established, Martin will contact a painter. Edwards recommended contacting Home Depot or Lowe's for recommendation of a good painter.

VI. Old Business

a. Recommendation of Johanson Group Salary Study

Ellis moved to adopt 2018 Budget Option B (full recommendation of salary ranges by Johanson Group with three percent raise) retroactively to January 1, 2018. Edwards seconded the motion, which passed unanimously.

Edwards moved to issue back pay on March 15, 2018 for the four pay periods already paid in 2018. For the two employees currently paid over their recommended maximum, a one-time bonus will be issued in the amount equivalent to three percent of their current salary. Ellis seconded the motion, which passed unanimously.

VII. New Business

a. Deletions

Edwards moved to accept the deletions as presented. O'Neal seconded the motion, which passed unanimously.

b. 2018 Budget

Ellis moved to approve the changes to the personnel portion of the 2018 budget as presented. Edwards seconded the motion, which passed unanimously.

VIII. Adjourn

Sanders adjourned the meeting at 3:50 p.m.

Respectfully submitted by,

Erin Loy, HR Coordinator

Saline County Library  
 Operating Budget Income  
 Through February 2018

Period: 01.01.18 - 02.28.2018		
<b>INCOME</b>	<b>ACTUAL</b>	
Book Sale		5,260.60
February Booksale	4167.37	
Websales (includes fees)	834.73	
Other book sales / Friends memberships	258.50	
Collection Agency Fee		
Copies and Printing		4,140.43
Damage		16.01
Deposit		
Earbuds		2.00
Fees		56.50
Fines		4,271.88
Fundraising		58.50
Accessories	12.50	
Apparel		
Book Bags	36.00	
Calendars		
Cookbooks		
Flash Drives	10.00	
Ornaments		
Grants		
Gumballs		
Insurance Settlement		
Interest on Checking		3,866.35
Legislature		
Lost Item		897.92
Memorials & Gifts		281.34
Polling Location		
Postcards		5.40
Processing Fee		13.30
Replacement Card		36.00
Restitution		1,427.14
State Aid		
State Scholarship Money		
Tax Receipts		351,207.54
Temporary/Out of County Patron		10.00
<b>TOTAL INCOME, OPERATING BUDGET</b>		<b>\$ 371,550.91</b>
Checking Balance as of 02.28.2018		\$ 2,637,642.62

**WEBSALES**

**December 27, 2017 - February 26, 2018**

<u>Description</u>	<u>Date Sold</u>	<u>Income</u>	<u>PP Fee</u>	<u>Ship Fee</u>	<u>eBay Fee</u>	<u>Total Fees</u>	<u>Total</u>
Beginning balance, December 27, 2017		\$ 54.89				\$ 13.72	\$ 41.17
Fire in the Sky	12/1/2017				3.37	3.37	-3.37 *on last statement
Twenty Days	12/1/2017				0.63	0.63	-0.63
The Drop	12/2/2017				1.02	1.02	-1.02
The Two-Ocean War	12/3/2017				0.51	0.51	-0.51
Alfred Hitchcock lot of 7 books	12/3/2017				2.02	2.02	-2.02
Taken Inside the Alien-Human Abduction Agenda	12/4/2017				1.89	1.89	-1.89
The Laws of Mental Domination	12/4/2017				3.01	3.01	-3.01
The Voyage of the Beagle	12/7/2017				1.03	1.03	-1.03
The Mass Psychology of Fascism	12/8/2017				0.87	0.87	-0.87
Missing Time	12/8/2017				2.57	2.57	-2.57
Destructive and Useful Insects	12/8/2017				1.01	1.01	-1.01
Secret Mental Powers	12/8/2017				2.76	2.76	-2.76
UFO's for the Millions	12/8/2017				1.29	1.29	-1.29
Lemuria	12/8/2017				1.67	1.67	-1.67
Hypnosis & Suggestion in Psychotherapy	12/8/2017				1.87	1.87	-1.87
The Chosen People	12/9/2017				1.01	1.01	-1.01
Cyclomancy	12/10/2017				11.00	11.00	-11.00
Mircea Eliade	12/10/2017				2.90	2.90	-2.90
Cletus Slim Jones	12/12/2017				1.89	1.89	-1.89
Imperium	12/13/2017				8.00	8.00	-8.00
No Surrender	12/13/2017				1.23	1.23	-1.23
The Yellow	12/14/2017				1.31	1.31	-1.31
Ozark Vernacular Houses	12/14/2017				1.16	1.16	-1.16
Immense Journey	12/16/2017				1.43	1.43	-1.43
Library of America Mark Twain	12/16/2017				1.17	1.17	-1.17
Forgotten Hero General James McPherson	12/16/2017				1.30	1.30	-1.30
Ghosts and Other Lectures	12/17/2017				0.55	0.55	-0.55
Germany is our Problem	12/17/2017				2.07	2.07	-2.07
Metal Gear Solid Tactical Espionage soundtrack	12/17/2017				0.95	0.95	-0.95
History of the 706th Railway Grand Division	12/17/2017				1.71	1.71	-1.71
Woman in History Woman in Ancient Near Egypt	12/18/2017				0.93	0.93	-0.93
Panama Canal	12/18/2017				1.02	1.02	-1.02
Shepherdstown an American Treasure	12/18/2017				1.49	1.49	-1.49
Throne of Blood DVD	12/18/2017				1.00	1.00	-1.00

Carlos Sauras Flamenco Trilogy 3 DVD set	12/18/2017				8.37	8.37	-8.37
World's Sixteen Crucified Saviors	12/18/2017				1.16	1.16	-1.16
The Complete Cats in Sun & Cat in Art Book	12/19/2017				1.21	1.21	-1.21
Varieties of Religious Experience	12/20/2017				1.19	1.19	-1.19
University of Arkansas 1937 Yearbook	12/20/2017				1.09	1.09	-1.09
University of Arkansas 1939 Yearbook	12/20/2017				1.09	1.09	-1.09
University of Arkansas 1940 Yearbook	12/20/2017				1.09	1.09	-1.09
University of Arkansas 1946 Yearbook	12/20/2017				1.09	1.09	-1.09
Women's Encyclopedia of Myths and Secrets	12/21/2017				1.33	1.33	-1.33
Dickson County Tennessee County and Circuit Court Minutes	12/21/2017				1.49	1.49	-1.49
God and the Astonomers	12/22/2017				1.20	1.20	-1.20
Complete Musketeers 2 DVD set	12/22/2017				1.13	1.13	-1.13
ESP Reader	12/23/2017				1.10	1.10	-1.10
Romeo and Juliet DVD	12/23/2017				0.90	0.90	-0.90
Firmament of Time	12/23/2017				1.16	1.16	-1.16
Library of America Mark Twain	12/24/2017				0.99	0.99	-0.99
Library of America Thomas Jefferson	12/24/2017				0.99	0.99	-0.99
Saratoga Trunk DVD	12/25/2017		2.77		1.21	3.98	-3.98
Library of America Benjamin Franklin	12/25/2017		3.12		0.99	4.11	-4.11
Steven King 2 DVD disk set	12/26/2017		2.77		0.95	3.72	-3.72
The Seventh Seal DVD	12/26/2017		2.77		0.94	3.71	-3.71
Wood-Frame House Construction	12/27/2017	9.96	0.59	3.88	1.00	5.47	4.49
He Can Who Thinks He Can	12/27/2017	12.25	0.66	3.12	1.23	5.01	7.24
Beast Men and Gods	12/28/2017	13.67	0.70	3.12	1.37	5.19	8.48
Bannerman	12/28/2017	25.76	1.05	3.61	2.58	7.24	18.52
Srim Bhagavatam Second Canto	12/30/2017	11.99	0.65	3.12	1.20	4.97	7.02
Sleeper DVD	1/1/2018	7.76	0.53	2.77	0.78	4.08	3.68
She DVD	1/1/2018	13.32	0.69	2.77	1.33	4.79	8.53
Wild Flowers and How to Grow Them	1/3/2018	10.07	0.59	3.12	1.01	4.72	5.35
A Battlefield Atlas of the American Revolution	1/3/2018	11.04	0.62	3.12	1.10	4.84	6.20
University of Arkansas 1955	1/4/2018	11.88	0.64	4.47	1.09	6.20	5.69
University of Arkansas 1970	1/4/2018	11.88	1.64	4.46	1.09	7.19	4.69
Watership Down DVD	1/5/2018	14.92	0.73	2.77	1.49	4.99	9.93
Your Creative Power	1/5/2018	10.74	0.61	3.12	1.07	4.80	5.94
The Woman in White DVD	1/6/2018	9.92	0.59	3.12	0.99	4.70	5.22
Hitler's Interpreter	1/7/2018	13.90	0.70	2.77	1.39	4.86	9.04
A Short History of Tibet	1/8/2018	11.14	0.62	3.12	1.11	4.85	6.29
No Goodbyes	1/8/2018	8.77	0.55	2.63	0.88	4.06	4.71

Brideshead Revisited DVD	1/9/2018	34.17	1.29	4.16	3.42	8.87	25.30
Korea	1/10/2018	45.00	2.28	3.61	4.50	10.39	34.61
Arkansas Wildlife	1/10/2018	16.18	0.77	3.12	1.48	5.37	10.81
Library of America Willa Cather	1/11/2018	9.90	0.49	3.12	0.99	4.60	5.30
Secret Voyage	1/12/2018	10.19	0.60	2.77	1.02	4.39	5.80
Japan's Dream of World Empire	1/13/2018	12.15	0.65	2.63	1.22	4.50	7.65
Dear Fatherhood Rest Quietly	1/14/2018	10.76	0.61	3.12	1.08	4.81	5.95
Now it Can Be Told	1/16/2018	14.74	0.73	3.12	1.47	5.32	9.42
On Human Nature	1/17/2018	11.03	0.62	3.12	1.10	4.84	6.19
Library of America Richard Henry Dana Jr.	1/17/2018	9.90	0.59	3.12	0.99	4.70	5.20
University of Arkansas 1951	1/17/2018	10.90	0.62	4.59	1.09	6.30	4.60
Missouri Genealogy	1/21/2018	11.88	0.64	2.66	1.19	4.49	7.39
Remember These Things	1/25/2018	15.00	0.74	2.66	1.50	4.90	10.10
1905 Child's History of Waseca County Minnesota	1/26/2018	30.00	1.17	4.19	3.00	8.36	21.64
Jeweler's Eye	1/27/2018	8.00	0.53	3.17	0.80	4.50	3.50
Issac Newton Principia Mathematical	1/28/2018	113.00	3.58	8.22	11.30	23.10	89.90
Library of America Abraham Lincoln	1/29/2018	9.90	0.59	3.17	0.99	4.75	5.15
Michael Boldton Lot	1/31/2018	15.55	0.75	3.68	1.56	5.99	9.56
Secret Museum of Mankind	1/31/2018	20.77	0.90	4.70	2.08	7.68	13.09
How I Multiplied My Income & Happiness in Selling	2/1/2018	22.16	1.28	3.17		4.45	17.71 *items on next statement
The Denial of Death	2/1/2018	8.84	0.56	2.66		3.22	5.62
Religion and the Rebel	2/1/2018	13.09	0.68	3.17		3.85	9.24
Worlds in Collission	2/2/2018	8.93	0.56	2.66		3.22	5.71
Ray Bradbury signed letter	2/5/2018	63.22	2.13	2.92		5.05	58.17
Rules for Radicals	2/5/2018	50.00	1.75	3.17		0.00	50.00
Essays in Skepticism	2/5/2018	11.92	0.65	2.60		3.25	8.67
Builders of the Old World	2/5/2018	10.02	0.59	3.17		3.76	6.26
The Chrysanthemum and the Sword	2/6/2018	21.97	1.27	3.50		4.77	17.20
World's Fair Glimpses of the Gems	2/6/2018	18.77	0.84	3.17		4.01	14.76
Skin of Our Teeth DVD	2/7/2018	16.42	0.78	3.05		3.83	12.59
Daffodils in American Gardens	2/11/2018	12.64	0.67	3.68		4.35	8.29
World Perspectives	2/12/2018	28.00	1.11	3.17		4.28	23.72
Theory of Collective Behavior	2/13/2018	12.77	0.67	3.17		3.84	8.93
Thoroughly Modern Behavior	2/14/2018	7.77	0.53	2.92		3.45	4.32
Abraham Lincoln Family Album	2/14/2018	9.14	0.57	3.68		4.25	4.89
Our Ferns in their Haunts	2/15/2018	10.64	0.61	3.17		3.78	6.86
Success System that Never Fails	2/18/2018	12.04	0.65	3.17		3.82	8.22
Ken Burns The War Field & Educator's Guide Lot	2/20/2018	10.83	0.61	3.17		3.78	7.05
When I Say No, I Feel Guilty	2/22/2018	14.28	0.71	3.17		3.88	10.40

Master Bronzes	2/23/2018	12.16	0.65		0.65	11.51
Revolt Against Civilization	2/24/2018	16.42	0.78		0.78	15.64
December/January insertion fees (12 items)				3.60	3.60	-3.60
December/January discounts				-8.27	-8.27	8.27
December item return (Saratoga Trunk DVD)		-12.14	-0.35	-1.09	-1.44	-10.70
January item return (Essays in Skepticism)		-11.92	-0.35		-0.35	-11.57
Money on hold because of buyer dispute		-20.70			0.00	-20.70
Subtotal		\$ 1,020.15			\$ 409.09	\$ 611.07
Transfer February 26, 2018		\$ 834.73			\$ 334.73	\$ 500.00
Ending Balance February 26, 2018		\$ 185.42			\$ 74.35	\$ 111.07



Saline County Library  
 Operating Budget - Expense Report  
 Through February 2018

<u>Line</u>		<u>Amount</u>	<u>Year-To-Date</u>	<u>Total</u>	<u>Percentage</u>
<u>Item</u>	<u>Budget Classification</u>	<u>Appropriated</u>	<u>Expenditure</u>	<u>Remaining</u>	<u>Expended</u>
<b>Personnel - Salaries</b>					
	Salaries	\$1,533,519.99	\$201,950.57	\$1,331,569.42	13%
<b>Personnel - Benefits</b>					
600	Social Security Matching	\$119,000.00	\$15,596.63	\$103,403.37	13%
800	Noncontributory Retirement	\$229,000.00	\$30,371.85	\$198,628.15	13%
900	Health Insurance Matching	\$208,000.00	\$32,187.49	\$175,812.51	15%
1000	Worker's Compensation	\$6,300.00	\$0.00	\$6,300.00	0%
1100	Unemployment Compensation	\$4,000.00	\$1,164.16	\$2,835.84	29%
1200	Other Fringe Benefits	\$2,000.00	\$0.00	\$2,000.00	0%
1400	Wellness Reimbursement Program	\$20,500.00	\$2,491.53	\$18,008.47	12%
1500	Career Service Recognition	\$10,100.00	\$2,100.00	\$8,000.00	21%
1800	Student Loan Assistance	\$20,000.00	\$2,815.00	\$17,185.00	14%
1900	Dependent Care Stipend	\$15,000.00	\$2,375.00	\$12,625.00	16%
	<b>TOTAL Benefits</b>	<b>\$633,900.00</b>	<b>\$89,101.66</b>	<b>\$544,798.34</b>	<b>14%</b>
	<b>TOTAL Personnel Fund</b>	<b>\$2,167,419.99</b>	<b>\$291,052.23</b>	<b>\$1,876,367.76</b>	<b>13%</b>
<b>Supplies</b>					
1600	Printing	\$10,000.00	\$460.99	\$9,539.01	5%
1700	General Office Supplies	\$30,000.00	\$4,667.71	\$25,332.29	16%
2000	Janitorial Supplies	\$8,000.00	\$673.38	\$7,326.62	8%
3300	Service Contracts	\$85,000.00	\$10,672.58	\$74,327.42	13%
<b>Professional Services</b>					
4500	Engineering and Architectural	\$10,000.00	\$0.00	\$10,000.00	0%
4800	Other Professional Services	\$15,000.00	\$2,158.30	\$12,841.70	14%
4900	Telephone	\$30,000.00	\$7,485.15	\$22,514.85	25%
5000	Postage	\$10,000.00	\$2,022.28	\$7,977.72	20%
<b>Transportation</b>					
2500	Fuel for Library Vehicle	\$3,000.00	\$157.64	\$2,842.36	5%
5200	Mileage Reimbursement	\$1,500.00	\$125.16	\$1,374.84	8%
5300	Travel (airline and rental car, etc)	\$7,000.00	\$0.00	\$7,000.00	0%
<b>Advertising and Marketing</b>					
5500	Advertising and Marketing	\$25,000.00	\$1,499.21	\$23,500.79	6%
<b>Insurance</b>					
5800	Fire and Extended Coverage	\$15,000.00	0.00	\$15,000.00	0%

Saline County Library  
 Operating Budget - Expense Report  
 Through February 2018

<u>Line</u>	<u>Amount</u>	<u>Year-To-Date</u>	<u>Total</u>	<u>Percentage</u>
<u>Item</u> <u>Budget Classification</u>	<u>Appropriated</u>	<u>Expenditure</u>	<u>Remaining</u>	<u>Expended</u>
5900 Vehicle Insurance	\$2,000.00	0.00	\$2,000.00	0%
<b>Utilities</b>				
6100 Electricity	\$75,000.00	\$10,732.71	\$64,267.29	14%
6200 Gas	\$15,000.00	\$3,846.34	\$11,153.66	26%
6300 Water	\$5,000.00	\$449.01	\$4,550.99	9%
6400 Waste Disposal	\$5,000.00	\$465.98	\$4,534.02	9%
<b>Repairs and Maintenance</b>				
6500 Buildings and Improvements	\$40,000.00	\$3,665.72	\$36,334.28	9%
6600 Machinery and Equipment	\$30,000.00	\$335.53	\$29,664.47	1%
<b>Miscellaneous</b>				
7300 Dues and Memberships	\$5,000.00	\$1,644.00	\$3,356.00	33%
7900 Meals and Lodging	\$7,500.00	\$7,960.81	-\$460.81	106%
8200 Refunds	\$2,000.00	\$97.32	\$1,902.68	5%
8500 Programming	\$90,000.00	\$6,642.99	\$83,357.01	7%
8600 Computer Software	\$110,000.00	\$17,232.22	\$92,767.78	16%
8700 Staff Development	\$6,000.00	\$454.00	\$5,546.00	8%
8752 Fundraising	\$1,000.00	\$0.00	\$1,000.00	0%
<b>Materials</b>				
8800 Books, Magazines, and other sources	\$550,000.00	\$85,073.31	\$464,926.69	15%
<b>Capital Outlays (from State Aid)</b>				
9100 Building and Furniture	\$326,598.01	\$762.98	\$325,835.03	0%
9300 Machinery and Equipment	\$30,000.00	\$10,492.35	\$19,507.65	35%
<b>Total 2017 Budget</b>	<b>\$3,717,018.00</b>	<b>\$470,829.90</b>	<b>\$3,246,188.10</b>	<b>13%</b>
Anticipated Millage Fund	\$3,114,757.00			
Anticipated State Aid	\$157,261.00			
Anticipated Fines, Fees and Photocopies Receipts	\$50,000.00			
Anticipated Interest	\$15,000.00			
Anticipated Rollover	\$380,000.00			
	<u>\$3,717,018.00</u>			
			<b>Checking Balance as of 02.28.2018:</b>	
				<b>\$ 2,637,642.62</b>

**Saline County Library Board**

2018 Budget Modification Form - General Account 2707

Prepared By: Brad Crumby

Date: 3/19/2018

Line Item	Description	Original Budget	Current Budget	Current Expenses	Current Balance	Budget Revision	New Appropriation	New Balance
7900	Meals and Lodging	7,500.00	7,500.00	7,960.81	(460.81)	1,500.00	9,000.00	1,039.19
2500	<i>Fuel for Vehicle Use</i>	3,000.00	3,000.00	157.64	2,842.36	(1,500.00)	1,500.00	1,342.36
7900	Meals and Lodging	7,500.00	9,000.00	7,960.81	1,039.19	3,000.00	12,000.00	4,039.19
1700	<i>General Office Supplies</i>	30,000.00	30,000.00	4,667.71	25,332.29	(3,000.00)	27,000.00	22,332.29
B					-		-	-
U					-		-	-
D					-		-	-
G					-		-	-
E					-		-	-
T					-		-	-
					-		-	-
					-		-	-
					-		-	-
					-		-	-
					-		-	-
					-		-	-
						-		
						-		
Line Item	Description	Original Budget	Current Budget	Current Expenses	Current Balance	Budget Revision	New Appropriation	New Balance
	Salaries	1,533,519.99	1,533,519.99	201,950.57	1,331,569.42	1,427.14	1,534,947.13	1,332,996.56
	<i>Worker's Compensation checks / Restitution</i>							
5300	Travel	7,000.00	7,000.00	-	7,000.00	160.00	7,160.00	7,160.00
	<i>Donation - Benton Area Chamber</i>							
900	Health Insurance Matching	208,000.00	208,000.00	32,187.49	175,812.51	152.48	208,152.48	175,964.99
	<i>Retiree Medical checks</i>							
8500	Programming	90,000.00	90,000.00	6,642.99	83,357.01	5,260.60	95,260.60	88,617.61
	<i>Book sales</i>							
8752	Fundraising	1,000.00	1,000.00	-	1,000.00	58.50	1,058.50	1,058.50
						7,058.72		

Saline County Library  
 Staff Fund Account  
 Through February 2018

Period: 12.29.17 - 02.28.18		
Beginning Balance, 12.29.2017		\$ 9,598.90
Income		\$ 4,214.10
Passports	\$ 3,975.00	
Coffee/Coke Sales	\$ 237.77	
Interest on Checking	\$ 1.33	
Expenses		\$ 4,769.47
9400 Campaign Fund		
9500 Staff Fund	\$ 4,769.47	
Passport Revenue Account Balance as of 02.28.2018		\$ 9,043.53

**Public Services Department  
Board Report  
March 19, 2018**

First, we would like to thank the board for generously approving the proposed salary schedule and three percent raise for all staff!!!

The Library Assistant: Interlibrary Loan position is now filled. Jennifer Williamson comes to us with nearly 10 years of customer service experience. She has a wonderful personality and is excited to join the SCL team!

Our Community Pantry has been a HUGE success! We have to refill it on a daily basis. With that being said, we would really like to hold another Food for Fines event to bring in more supplies for the pantry. We have had a few generous patrons bring in donations for the pantry, which has been wonderful.

**Youth Services Department  
Board Report  
March 19, 2018**

Spring Break is on the horizon and Youth Services has lots of things planned!

Kids 8 and up are invited to join us for a fun Treasure themed escape room on Monday and Tuesday at 2:00 and 4:00 each day. (These require registration which opened March 5 at 9:00am. Please call the library to register!! You can only register and attend one escape room.) Escape rooms are fun activities full of puzzles to solve that exercise critical thinking skills. Kids will be working in small teams of five to "escape the room." Registration is required, so make sure to call the library and get signed up. We have one hour to do our escape room so make sure to arrive early, we'll get started right on time!

Wednesday at 2:00 we have a Moana sing-along. Do you love the adventures of courageous Moana? Join us for an exciting interactive movie program! We'll learn how to Hukilau and sing and dance along to the music. Everyone will get to make a fun seashell necklace too. It's going to be a fun time and a perfect way to chase away the winter blues.

Thursday at 2:00 we have an art program. Children are invited to join us in our new makerspace to create unique beach art. We'll use paint, sand, crayons, pastels, paper, and other fun supplies. This art project will be a little messy so wear your play clothes. Everyone who attends will go home with a one of a kind work of art.

Friday we have our favorite group of animal biologists back in the library at 3:00. (Notice! 3:00 instead of 2:00!) National History Education Company of the Midsouth is back again with even more animals in the library! Don't miss out on all the cool things you'll learn from our favorite wildlife biologist, Bob Tarter, and all his animal friends!

Saturday at 2:00 we have invited O'Donovan School of Irish Dance to perform. Dancers will perform a special dance to celebrate St. Patrick's Day. You don't want to miss these talented kids!

Items to be Deleted, March 19, 2018

Item #	Purchase Description	Cost	Purchase Date	Vendor	Delete Date	Why?
0497	Clock	*50.00	Aug 2003	Unknown	Mar 2018	Given to Civitan
0736	Couch	1717.72	Aug 2003	Innerplan	Mar 2018	Given to Civitan
0942	Kwik-Draw Projector	132.49	Jan 2005	Classroom Direct	Mar 2018	Broken
1796	Floral Painting	0	Unknown	<Donation>	Mar 2018	
1909	Ice Maker	964.00	Dec 2008	Aimco	Mar 2018	Given to Civitan
2330	Framed Saline County Through the Years	17.00	Mar 2011	Hobby Lobby	Mar 2018	
2483	Tape Dispenser	69.99	May 2011	Office Depot	Mar 2018	Broken



**Bob Herzfeld Memorial Library**  
 1800 Smithers Drive  
 Benton, AR 72015  
 (501) 778-4766

**Mabel Boswell Memorial Library**  
 201 N. Prickett Road  
 Bryant, AR 72022  
 (501) 847-2166

RE: Resolution for First Security Bank Credit Cards

At the Saline County Library Board of Trustees meeting on January 26, 2018, the Board of Trustees approved card authorization for the following staff:

	<u>General Account</u>	<u>Passport Revenue Account</u>
Patty Lynn Hector, Library Director	\$3000	\$2000
Jill D. Martin, Assistant Director	\$8000	\$2000
Donna Erin Loy, HR Coordinator	--	\$2000
Amanda Garrison, Programming Manager	\$5000	--
Tara Waters, Acquisitions	\$5000	--
Billy Osborne, Property/Maintenance Supervisor	\$250	--
Reagan Silva, Bryant Branch Manager	\$500	--
<b>Kevin Benham, Collections Maintenance Coordinator</b>	<b>\$100</b>	<b>--</b>

Please open a new account for Kevin Benham.

Signed,

Dustin Sanders  
 Chairman, Library Board of Directors



## Library Card Policy Change

It has been the library's unofficial policy to allow children who attend school in the county, but live out of the county to get a library card for free. Adults were told to get a Gateway card which involves a bit of effort. We felt like since they could get a card anyway, we could make it easier for them. Also, it seemed like a nice benefit for people who work in the county. CALS does it for people who work in Little Rock. [Fayetteville](#) also allows those who work or attend school to obtain a card. Again, they could get a Gateway card, but this change would make it easier to get a card and use the library.

### **Policy Addition:**

#### **Non-Residents Who Work or Who Have Children Who Attend School in the County**

If a person lives out of the county, but works in Saline County or has children who attend school in Saline County, he/she may obtain a resident card free of charge. He/she must fill out the standard library card application and provide a letter from the school showing school attendance or a pay stub from a Saline County employer.

## Review of Library Code of Conduct

The library's Code of Conduct prohibits weapons of any kind in the library. Act 562 of 2017 creates an enhanced licensing scheme for the carrying of concealed firearms and amends the privileges associated with concealed-carry licenses allowing handguns to be carried into publicly owned buildings. I spoke to Clay Ford and he says that it is still possible to prohibit weapons. It's difficult to get that from reading the Act. The State of Arkansas is allowing handguns in state buildings.

The attorney general has written an opinion concerning facilities that serve alcohol. In it she says that they **may** provide written or verbal notification that carrying of a concealed handgun is prohibited. In that case we could do nothing. Clay advises signs. He says the Act isn't very clear and is not consistent with other statutes so the Court will probably review it sometime in the future.

Right now we don't have signs posted; we only have the mention in the code of conduct. We can leave it as it is or take action. There have been no incidents in years.