

**Saline County Library
Board of Trustees
Agenda**

**Date: 11 March 2024 | Time: 4:00 PM
1800 Smithers, Benton, AR**

1. Call to Order
2. Announcements/Public Comment - Speakers must complete the Request to Speak Before the Board form and have it turned in to the Library Director or any Board Member by noon of the day of the board meeting.
3. Minutes from the January 9 and February 3, 2024 board meetings
4. Financial Reports
 - a. Income and Expense Reports
 - b. Budget Modification Report
5. Discussion Items
 - a. Friends of the Library Report
 - b. Director's Report
 - c. Library Management Team Reports
6. Unfinished Business
 - a. RFQ for Audit Services
 - b. Review of Board Bylaws
7. New Business
 - a. Deletions
 - b. Check Signer Resolution
 - c. Credit Card Resolution

Adjourn

Next regular board meeting 20 May 2024

Saline County Library Board Meeting Minutes

January 9, 2024

Attendees:

Marian Douglas, Board Chair	Leigh Espey, Library Director
Allison Nolley, Board Member	Heather Phipps, Human Resources Manager
Kara Conrad, Board Member	Arielle Wilson, Financial Manager
Richard McKeown, Board Member	Kathy Lewallen, Friends of the Library Representative
Matt Brumley, County Judge	
Kolton Jones, County Attorney	
Pat Bisbee, Quorum Court JP	

Excused:

Jamie Clemmer, Board Member

- I. Call to Order
Douglas called the meeting to order at 4:15 PM.
- II. Announcements/Public Comment
No public comment made.

Douglas congratulated Leigh Espey on her promotion to Library Director.

Brumley announced that there will be a warming center open for Saline County at Northside Church of Christ. They will open at 5 PM on Sunday, January 14th. Food will be provided as well as pet care.
- III. Minutes from the 11/13/2023, 12/05/2023, 12/11/2023, 12/14/2023, and 12/19/2023 board meetings
Conrad motioned to accept the minutes as presented. Nolley seconded that motion which passed unanimously.
- IV. Financial Reports
 - a. Income and Expense Reports
McKeown motioned to accept the Income and Expense reports as presented. Conrad seconded that motion which passed unanimously.
- V. Discussion Items
 - a. Friends of the Library Report
Kathy Lewallen spoke about the great year the Friends of the Library had in 2023. Their most popular items are the 'happy sacks' and 'reading with a fuzzy friend.' The book store \$1,107 on happy sacks and \$2,400 on reading with a fuzzy friend. The friends recently received a grant of \$3,000 for the Bryant library.
 - b. Director's Report
Included in Packet
No motion necessary, informational only.
 - c. Library Management Team Report
Included in Packet
No motion necessary, informational only.

- VI. Unfinished Business
 - a. Review of Board Bylaws and library policies
The board members will decide on a Saturday to meet and review.
- VII. New Business
 - a. Deletion
Conrad motioned to approve the deletion as presented. Nolley seconded that motion, which passed unanimously.
- VIII. Douglas adjourned the meeting at 5:37 PM.

Submitted by,

Heather Phipps
Human Resources Manager

Saline County Library Board Meeting Minutes

February 3, 2024

Attendees:

Marian Douglas, Board Chair
Allison Nolley, Board Member
Kara Conrad, Board Member
Jamie Clemmer, Board Member
Richard McKeown, Board Member

Leigh Espey, Library Director
Heather Phipps, Human Resources Manager
Andrew Dixon, Quattlebaum, Grooms, & Tull Attorney

Excused:

Matt Brumley, County Judge
Kolton Jones, County Attorney
Arielle Wilson, Financial Manager

- I. Call to Order
Douglas called the meeting to order at 9:15 AM.
- II. Announcements/Public Comment
No public comment made.

Espey announced that the Assistant Library Director position has been filled by Stony Evans. He will begin employment Monday, March 4th.
- III. Unfinished Business
 - a. Bylaws Review
 - b. Policies and Procedures Review
The board members will continue to review the bylaws and procedures at regularly scheduled board meetings.
- IV. Douglas adjourned the meeting at 3:31 PM.

Submitted by,

Heather Phipps
Human Resources Manager

Saline County Library

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

January - December 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
4150 Tax Receipts	726,487.73	4,200,000.00	-3,473,512.27	17.30 %
4200 State Aid	24,709.61	147,000.00	-122,290.39	16.81 %
4255 Advertising Income	642.70		642.70	
4310 Book Sale	2,820.96	22,000.00	-19,179.04	12.82 %
4330 Copies/Printing	1,071.44	15,000.00	-13,928.56	7.14 %
4350 Fines / Fees	951.15	15,000.00	-14,048.85	6.34 %
4365 Fundraising	518.71	2,200.00	-1,681.29	23.58 %
4370 Gifts/Memorials	3,000.00		3,000.00	
4410 Interest Income	17,880.28	66,000.00	-48,119.72	27.09 %
4455 Passport Fee	9,021.00	40,000.00	-30,979.00	22.55 %
Billable Expense Income	1,344.82		1,344.82	
Total Revenue	\$788,448.40	\$4,507,200.00	\$ -3,718,751.60	17.49 %
GROSS PROFIT	\$788,448.40	\$4,507,200.00	\$ -3,718,751.60	17.49 %
Expenditures				
3070 Rents, Land, & Buildings	12,750.00	53,000.00	-40,250.00	24.06 %
6560 Payroll Expenses	-994.86		-994.86	
0100 Wages	360,265.46	2,031,624.50	-1,671,359.04	17.73 %
0600 Taxes (Fed, AR, SUTA)	27,308.29	130,000.00	-102,691.71	21.01 %
0800 Retirement	53,777.58	278,500.00	-224,722.42	19.31 %
0900 Insurance Benefits				
0900-01 Health Insurance	40,670.61	224,000.00	-183,329.39	18.16 %
0900-01-01 Retiree Health Insurance & COBRA	484.92		484.92	
Total 0900-01 Health Insurance	41,155.53	224,000.00	-182,844.47	18.37 %
0900-02 Life Insurance	132.00		132.00	
Total 0900 Insurance Benefits	41,287.53	224,000.00	-182,712.47	18.43 %
1000 Worker's Compensation	3,667.00	6,000.00	-2,333.00	61.12 %
1200 Other Fringe Benefits	144.00	1,000.00	-856.00	14.40 %
Total 6560 Payroll Expenses	485,455.00	2,671,124.50	-2,185,669.50	18.17 %
6700 Supplies				
1600 Printing	133.36	10,000.00	-9,866.64	1.33 %
1700 General Supplies	3,394.11	30,000.00	-26,605.89	11.31 %
2000-1 Janitorial Supplies	1,992.44	10,000.00	-8,007.56	19.92 %
3300 Service Contracts	17,397.31	85,000.00	-67,602.69	20.47 %
Total 6700 Supplies	22,917.22	135,000.00	-112,082.78	16.98 %
6800-1 Professional Services	242.00	70,000.00	-69,758.00	0.35 %
4900 Communications				
69-4900 Telephone/Internet	8,289.10	41,500.00	-33,210.90	19.97 %
Total 4900 Communications	8,289.10	41,500.00	-33,210.90	19.97 %
5000 Postage	109.98	13,000.00	-12,890.02	0.85 %
6800 Other Professional Services	775.00		775.00	
Total 6800-1 Professional Services	9,416.08	124,500.00	-115,083.92	7.56 %

Saline County Library

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

January - December 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
7000 Transportation	192.62	11,000.00	-10,807.38	1.75 %
7050 Advertising	8,016.04	35,000.00	-26,983.96	22.90 %
7100 Insurance	5,564.20	34,000.00	-28,435.80	16.37 %
72-6000 Utilities				
6100 Electricity	10,331.29	85,000.00	-74,668.71	12.15 %
6200 Gas	2,351.99	23,000.00	-20,648.01	10.23 %
6300 Water	748.22	7,500.00	-6,751.78	9.98 %
6400 Waste Disposal	1,177.79	5,500.00	-4,322.21	21.41 %
Total 72-6000 Utilities	14,609.29	121,000.00	-106,390.71	12.07 %
7300 Repairs and Maintenance	17.40		17.40	
73-6500 Building and Improvements	2,381.73	35,000.00	-32,618.27	6.80 %
73-6600 Machinery and Equipment	4,243.56	15,000.00	-10,756.44	28.29 %
Total 7300 Repairs and Maintenance	6,642.69	50,000.00	-43,357.31	13.29 %
7400 Miscellaneous				
74-7300 Dues and Memberships	1,625.00	9,500.00	-7,875.00	17.11 %
7900 Meals and Lodging		4,000.00	-4,000.00	
8200 Refund	39.94	2,000.00	-1,960.06	2.00 %
8600 Software	18,368.56	110,000.00	-91,631.44	16.70 %
Total 7400 Miscellaneous	20,033.50	125,500.00	-105,466.50	15.96 %
8500-1 All Programming	10,979.10	90,000.00	-79,020.90	12.20 %
8700 Staff Development	3,566.49	6,000.00	-2,433.51	59.44 %
8752 Fundraising Expenses	146.55	1,000.00	-853.45	14.66 %
8800 Books/Magazines/Video/Audio	153,050.32	550,000.00	-396,949.68	27.83 %
Reimbursements	28.44		28.44	
Total Expenditures	\$753,367.54	\$4,007,124.50	\$ -3,253,756.96	18.80 %
NET OPERATING REVENUE	\$35,080.86	\$500,075.50	\$ -464,994.64	7.02 %
Other Expenditures				
9100 Building and Furnishings	5,835.31	402,000.00	-396,164.69	1.45 %
9300 Machinery and Equipment	14,301.29	69,000.00	-54,698.71	20.73 %
9500 Other Miscellaneous Expenditure		101,075.50	-101,075.50	
9600 Friends Expenses	164.15	28,000.00	-27,835.85	0.59 %
Total Other Expenditures	\$20,300.75	\$600,075.50	\$ -579,774.75	3.38 %
NET OTHER REVENUE	\$ -20,300.75	\$ -600,075.50	\$579,774.75	3.38 %
NET REVENUE	\$14,780.11	\$ -100,000.00	\$114,780.11	-14.78 %

TAX RECEIPTS

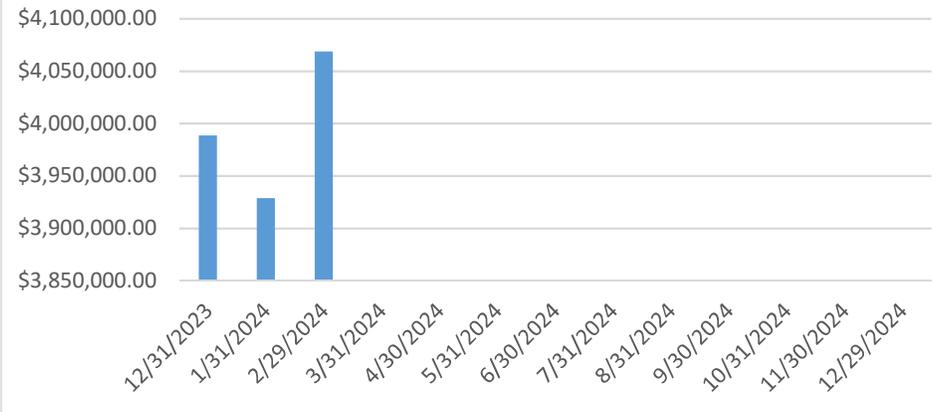
Date County Received	2019 Amount	2020 Amount	2021 Amount	2022 Amount	2023 Amount	2024 Amount	Difference from previous year
December	\$ 223,260.30	\$ 226,160.06	\$ 240,643.86	\$ 259,054.60	\$ 236,663.60	\$ 281,506.20	\$ 44,842.60
January	\$ 179,970.58	\$ 226,867.53	\$ 248,875.25	\$ 297,724.41	\$ 244,107.88	\$ 444,981.53	\$ 200,873.65
February	\$ 48,016.39	\$ 90,322.15	\$ 92,793.73	\$ 60,717.21	\$ 82,586.40	\$ 80,329.09	\$ (2,257.31)
March	\$ 80,638.08	\$ 48,354.20	\$ 47,554.84	\$ 93,532.72	\$ 111,487.75		\$ (111,487.75)
April	\$ 216,460.61	\$ 237,069.35	\$ 156,340.43	\$ 201,091.45	\$ 297,178.59		\$ (297,178.59)
May	\$ 1,034,761.23	\$ 996,484.34	\$ 1,185,278.48	\$ 1,164,224.26	\$ 430,942.96		\$ (430,942.96)
June	\$ 109,521.49	\$ 110,896.95	\$ 92,488.78	\$ 89,291.29	\$ 970,451.41		\$ (970,451.41)
July	\$ 85,858.74	\$ 94,694.02	\$ 85,193.59	\$ 87,308.16	\$ 98,906.02		\$ (98,906.02)
August	\$ 55,219.40	\$ 60,399.71	\$ 63,259.14	\$ 80,324.03	\$ 70,538.64		\$ (70,538.64)
September	\$ 75,295.84	\$ 63,533.38	\$ 93,021.74	\$ 91,590.17	\$ 126,267.33		\$ (126,267.33)
October	\$ 270,902.00	\$ 275,110.88	\$ 316,655.67	\$ 277,262.72	\$ 275,584.60		\$ (275,584.60)
November	\$ 738,120.29	\$ 737,493.81	\$ 666,438.79	\$ 757,940.44	\$ 868,873.55		\$ (868,873.55)
	\$ 3,118,024.95	\$ 3,167,386.38	\$ 3,288,544.30	\$ 3,460,061.46	\$ 3,813,588.73	\$ 806,816.82	\$ (3,006,771.91)



First Security Bank Statement Ending Balance

Date	Amount
12/31/2023	\$3,988,523.18
1/31/2024	\$3,928,702.24
2/29/2024	\$4,068,608.86
3/31/2024	
4/30/2024	
5/31/2024	
6/30/2024	
7/31/2024	
8/31/2024	
9/30/2024	
10/31/2024	
11/30/2024	
12/29/2024	

First Security Bank Statement Ending Balance



Library Director's Report

March 2024

MOU

Holly Payne, Saline County Treasurer, reached out to update the Memorandum of Understanding between the library and the treasurer's office in the event of a catastrophic incident in which the treasurer's office would be unusable. The MOU is effective from 1 January 2024 until 31 December 2027.

Assistant Library Director

Stony Evans started on Monday, March 4, as our new Assistant Library Director. He has is a fabulous addition to the team with a background as a school media specialist as well as a public librarian. He is currently the Commander of the 106th Army Band for the Arkansas Army National Guard and has held that position since 2019. He has been training in all departments to learn everything about SCL.

MidArkansas Regional Board Meeting

The MidArk board meeting is scheduled for Tuesday, April 2, at 10:00 AM at the Cleveland County Library.

ELLA Conference

Heather, Arielle, and I will be attending the Arkansas SHRM Employment Law and Legislative Affairs Conference in Little Rock April 11-12.

Submitted by,
Leigh Espey
Library Director

Memorandum of Understanding

This Memorandum of Understanding, (hereafter called MOU), made this day of February 5, 2024, and effective from January 1, 2024 until December 31, 2027, by and between the Saline County Library, the Bob Herzfeld Memorial facility in Benton, (hereafter called "SCL") and the Saline County Treasurer (hereafter called "SCT"), hereby establishes that SCL and SCT agree that in case of a disaster making the SCT's offices within the Saline County Complex no longer habitable, the following will occur:

SCBHML will:

- Allow onsite space and facility amenities in the library to the SCT's staff;
- Provide use of limited office supplies until supplies can be obtained (within 24 hours);
- Provide use of three (3) computers, a networked printer and one (1) phone, if requested by the SCT;
- Provide use of the library's computer network; and,
- Allow additional access and working hours to process tax disbursements, as needed.

SCT will:

- Provide laptop computers for SCT staff;
- Use the facility only as long as necessary; and,
- Cooperate to the fullest extent possible with the SCL staff

The SCT's authority to utilize the provisions of this MOU will begin on the date of "the disaster" and terminate on the date the SCT has an office to move into.

In witness whereof, the parties hereto have caused this MOU to be executed as of the day and year listed below.

Saline County Treasurer

Saline County Library Director

Signature

Signature

Print Name

Print Name

Title

Title

Holly Payne
Holly Payne
Saline County Treasurer

Leigh Espey
Leigh Espey
Saline County Library Director

Library Management Team Report

Bryant Branch

March 2024

Statistics

During January, the public computers were used 493 times for 298 hours with an average of 36 minutes for each session. We had 3,649 patrons visit with a daily average of 165 visitors. We notarized 62 documents and submitted 46 passport applications. We circulated 5,942 items. We started our Seed Library distribution in January and gained 45 new members, for a total of 1815 participants. We distributed 1,375 packets to 275 patrons.

In February, the public computers were used 810 times for 492 hours with an average 36 minutes for each session. 5,355 patrons visited the branch with an average of 214 patrons per day. We notarized 59 documents and submitted 89 passport applications. We circulated 6,973 items. The Seed Library distributed 2,120 packets to 430 patrons.

Staffing Report

The Bryant Branch had significant staff turnover during January and February. By the end of February, we had hired and trained two new employees and welcomed another from the Benton location. One branch employee accepted a new role at the library as an adult programmer.

Submitted by,
Susan Jacobs
Branch Manager

Library Management Team Report

East End Branch Library

March 2024

East End Library Updates

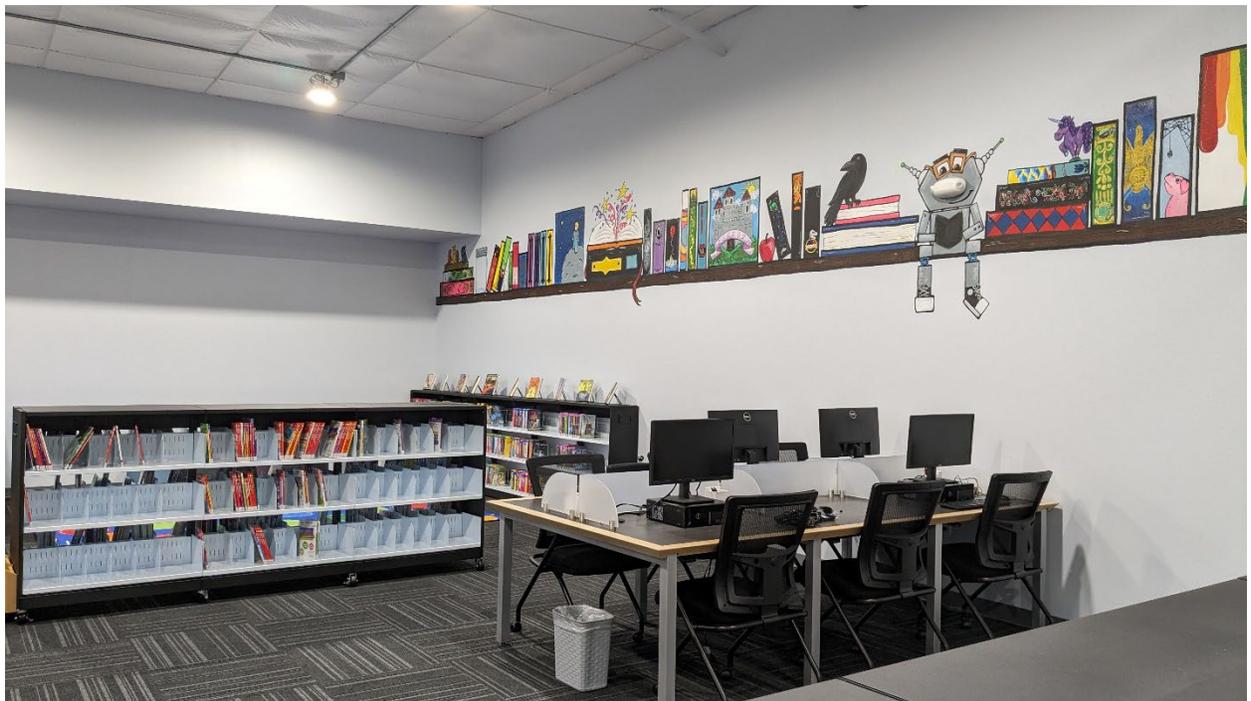
We're getting so close to opening! More and more materials are arriving and being processed each week. As of this writing, we have almost all of our Adult Nonfiction materials, Juvenile fiction materials and Easy Reader materials. We have about half of our Adult Fiction collection, Adult DVDs and Juvenile DVDs. We have a handful of First Chapter and Easy books and some Easy, Easy Reader and Juvenile Nonfiction, and a few New Adult Fiction books and Adult Large Print materials. We don't have any Teen books or Board Books yet, but I know they're on their way.

We've just received our computers and Rob and Geoff from Building Operations and IT have been out several times getting all the wiring set up, organizing our server room, installing our computers, and mounting our hold shelves in the main room, the changing table, paper towel dispenser and ADA railing in our bathroom, and the AED machine in our break room.

We decided to purchase a second circulation desk, but when it arrived, we discovered that it didn't match anything in the building, so, getting creative, we recovered it and it looks amazing, and that inspired us to cover some other things, too.

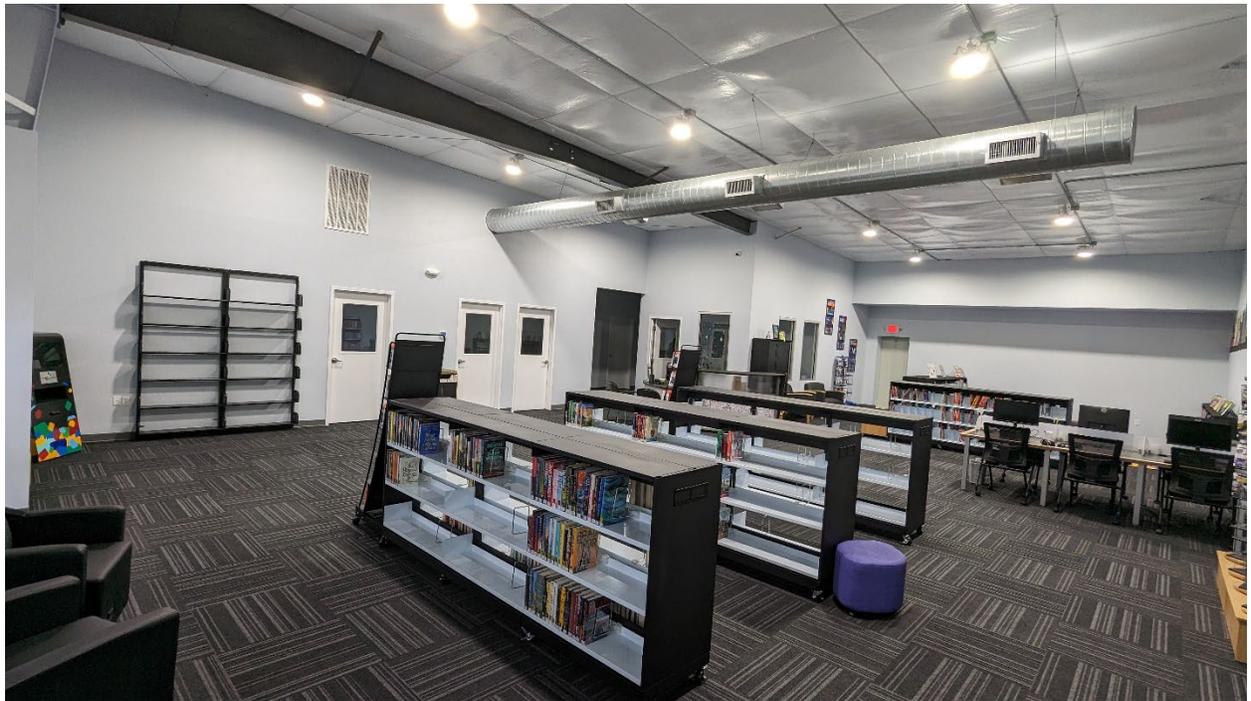
E'Yanne and Lydia are doing really well and we are all planning lots of fun programs that we can run mostly passively with our patrons since we don't have programming staff but still want the opportunity to interact with them in ways other than from behind the circulation desk. The library is really coming along, and hopefully we'll be able to open on April 1. Please take a look at the attached photos to see how things have changed!

Submitted by,
Amanda Garrison, MLS
East End Branch Manager









Library Management Team Report

Adult Services Team

March 2024

New Adult Services Team

As we are a new department, I would like to introduce you to our team.

- Adult Service Manager
 - Laura Austin, MS, MA - I was previously the Adult Programming Librarian here, but left in 2020 to homeschool my boys through the pandemic. I am back now and excited about the possibilities I see in this new department.
- Adult Programmers
 - Susie Sward – Susie was the Adult Programmer under the Community Engagement Department and continues in the same capacity in our new team. I know she will continue to provide strong programming for our patrons.
 - Joel Beck – Joel was previously the Community Programmer in the Community Engagement Department. His role has changed in a way that will allow him more flexibility with the programs he creates while still utilizing his contacts within the community at large.
 - Chloe Bridges – Chloe is our new programmer at the Bryant Branch. She will work with our team to build a consistent adult programming schedule at Bryant that will speak directly to the needs of that patron community.
 - Anna Wagnon – Anna will continue in her capacity as a part-time programmer at Bryant. Her focus will be on passive programming throughout the branch and on maintaining the thriving Seed Library.
- Outreach Coordinator
 - Bella Holloway – Bella will continue her work with various library departments and Saline County entities to help spread the Library’s message throughout the county in hopes of increasing awareness and access to all of the Library’s patron community.
- Makerspace Specialist
 - Becca Griffin – Becca comes to our team from the Youth Services Department where she was the Branch Youth Services Programmer for Children. She has years of great experience working with various arts and crafts and using them to educate and entertain. Her focus will be to increase Makerspace programming at each branch while maintaining safe and well-equipped environments for makers of all ages to learn and practice their creative skills.

This team is dedicated to the Saline County Library’s mission “to create unique, enriching experiences that put you at the center of our story” and will be doing everything we can to make that mission a reality for the adult patrons of our Library.

What we have been up to in 2024.

The Adult Services Team attended a Myers-Briggs workshop hosted by the Arkansas State Library. We were all able to learn and share what each of needs in order to be most effective in our various roles within the team. It was a great team-building exercise and we hope to be able to use what we learned to help support each other in fulfilling our mission of serving our patrons.

The Saline County Library partnered with Bryant Parks and Recreation to install a new permanent storywalk at Mills Park in Bryant. It has an expected completion date of April 30, 2024.

Attendance

	January	February
In Person	20	44
Makerspace	71	140
Outreach	0	0
Passive	NA	NA
Presenter	18	49
Virtual	0	0
Outreach Visits	116	187

Programs Presented

	January	February
In Person	2	7
Makerspace	Open Hours	Open Hours
Outreach	0	0
Passive	0	5
Presenter	3	10
Virtual	0	0
Outreach Visits	3	4

Submitted by,
Laura Austin
Adult Services Manager

Library Management Team Report
Building Operations Department
March 2024

Building Operations Department

IT

We were pretty busy keeping everything up and running, while addressing everyday issues that arose. We upgraded our camera system to provide better coverage of the parking lots in Benton and we are pleased with quality of the video and zoom functionality of the new cameras. Geoff maintained daily IT operations which allowed me to focus on getting our East End branch ready to open.

We also have our eyes on the future of the makerspaces in Benton and Bryant and we are proactively planning so that we can meet the needs of the Adult Services department.

Maintenance/Housekeeping

Billy has been very busy addressing the many maintenance needs of the library on a daily basis. He has addressed many of the lighting issues we face and is planning for the replacement of all lightbulbs in Bryant. As Billy is quite adept at handling the daily maintenance responsibilities, it allowed me to spend a considerable amount of time at our East End branch installing hardware (handrail, toilet paper and paper towel dispensers, mirror, AED storage box, holds shelving) and doing my best to ensure that we are ready to open from a building operations standpoint.

Brittton and Tatiana, as is the norm for both of them, have done an amazing job in keeping our buildings clean and presentable. Brittton has also stepped up and taken on more responsibility by considering the needs of the library as a whole and ordering what may be required for various departments. Our housekeeping staff knock it out of the park every single day.

Submitted by,
Rob Walton
Building Operations Manager

Library Management Team Report

Public Relations Department

March 2024

Social Media

Facebook and Instagram are our two main social media platforms. Other than typical events, promotion focused on increasing our engagement and awareness of various resources such as Wowbrary, Saline Courier Digital, Friends of the Library activities, and solar eclipse glasses.

Social Stats Jan 1 – Mar 3:

Facebook Reactions: 2727 (+1492)

Facebook Link Clicks: 1183 (+254)

Facebook Posts: 416 (+43)

Facebook New Followers: 233 (+136)

Facebook Reach: 280,262 (+60,780)

Facebook Shares: 812 (-94)

Summer Reading

Summer Reading prep started early this year and that is great! We have already made several marketing templates and will hopefully send items to printers soon. We hope to have information out to the public starting mid-April.

Branding

With department and organizational changes, we have had to redo most of our marketing materials. New designs will be coming out soon, including new library card designs!

Public Attendance

We were present at various meetings to be as involved in our community as we can.

Public Attendance Jan 1 – Mar 3:

Ribbon Cuttings: 5

Rotary Meetings: 7

Leads Group Meetings: 8

Chamber Meetings or Events: 5

Community Partner 1-on-1: 2

Other networking or community events: 3

Submitted by,

Kari Lapp
Public Relations Manager

Library Management Team Report

Public Services Department

March 2024

Statistics

In January, computers were used 768 times for 557 hours and 50 minutes, 44 minutes on average, 849 questions were asked (93 digital questions, 412 general questions, 124 reference questions, 220 technology questions) and 10,347 patrons visited, an average of 492 per day. We had 118 new library cards.

In February, computers were used 925 times for 724 hours and 11 minutes, 47 minutes on average, 848 questions were asked (58 digital questions, 500 general questions, 109 reference questions, 181 technology questions) and 11,935 patrons visited, an average of 477 per day. We had 142 new library cards.

Staffing Report

Our Full Time Library Assistant, Sabina Timilsina moved over to Bryant, and we moved our Part Time Library Assistant, Lily Webb, up. We hired two new part timers, a Library Assistant and a Shelves, Savannah Price and Ta'Jani (TJ) Thurman!

Submitted by,
Madison Oden
Public Services Manager

Library Management Team Report
Systems Administrator
March 2024

Gann Museum

Cody has been hard at work designing new displays on historic Saline County buildings to be featured in the Williams Gallery. We especially look forward to welcoming all of our new staff members (and encourage current staff members to come give us a tour!). Special thanks to Kari Lapp and Brent Armstrong for meeting with us for summer reading plans—we look forward to being a part of the adventure!

Updates and upgrades

We look forward to designing and implementing the BiblioCommons app later in March. We will also upgrade our Symphony ILS from version 3.7.1 to version 4.1 in a few weeks.

Submitted by,
Julie Syler
Systems Administrator

Library Management Team Report

Youth Services

March 2023

Winter Reading Bingo

134 people completed the Winter Reading program. This is the most completions we have ever had. 156 people picked up at least 1 prize. This year make the bingo squares a little more winter themed. We also only had two age groups: 0-12 and 13+.

Programming & Outreach

Our storytimes continue to be our most popular programs with 944 attendees in January & February. Homeschool Hour also continues to be very popular with 119 4-6 year olds, 149 7-9 year olds, 90 10-12 year olds, and 49 teens over the last 2 months. Our afterschool programs are divided into 3 groups based on grade. In total, we have 594 attend programs that were not storytime or Homeschool Hour. Our regular, monthly outreaches started back in January. In the first two months of 2024, we have seen 1,048 children in schools and daycares across the county.

Summer Reading

We are working on another great summer reading challenge. The theme this year is Adventure Begins @ Your Library. Youth Services and Adult Services are working hard to come up with a set of programs and performers that will appeal to and benefit everyone in our community. Kari Lapp is working on our registration and statistics forms, as well as our promotional materials and t-shirts.

Submitted by,
Wendy Christy
Youth Services Manager

Items to be deleted from Inventory
March 11, 2024

Item #	Purchase Description	Cost	Purchase Date	Vendor	Why?
2525	2 Drawer Filing Cabinet	\$85.00	8/2011	Office Depot	Lock Broken
1747	Dustbuster Plus 375	\$100.00	Unknown	Unknown	Broken

RE: Resolution for First Security Bank Check Signers

At the Saline County Library Board of Trustees meeting on 11 March 2024, the Board of Trustees approved check signing privileges for the following staff:

Leigh Espey, Library Director

William Evans, Assistant Library Director

Heather Phipps, HR Manager

Arielle Wilson, Financial Manager

Signed,

Matt Brumley

Saline County Judge

Marion Douglas

Library Board of Directors Chair



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

Mabel Boswell Memorial Library
 201 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 11 March 2024 the Board of Trustees approved card authorization for the following staff:

	General Account
Leigh Espey, Library Director	\$8000
William Evans, Assistant Library Director	\$5000
Susan Jacobs, Bryant Branch Manager	\$5000
Amanda Garrison, East End Branch Manager	\$5000
Wendy Christy, Youth Services Manager	\$5000
Kari Lapp, Marketing Manager	\$5000
Rob Walton, Building Operations Manager	\$8000
Billy Jack Osborne, Maintenance Coordinator	\$500
Saline County Library Travel	\$8000
Laura Austin, Adult Services Manager	\$5000

Please issue two new credit cards for William Evans and Laura Austin in the amount of \$5000 each.

Signed,

 Matt Brumley
 Saline County Judge

 Marian Douglas
 Library Board of Trustees Chair