

**Saline County Library
Board of Trustees
Agenda**

Date: 12 May 2025 | Time: 4:00 PM

1800 Smithers, Benton, AR

1. Call to Order
2. Announcements
3. Public Comment - Speakers must complete the Request to Speak Before the Board form and have it turned into the Library Director or any Board Member by noon of the day of the board meeting.
4. Minutes from the 10 March 2025 and 29 April 2025 board meeting
5. Financial Reports
 - a. Income and Expense Reports
6. Discussion Items
 - a. Director's Report
 - b. Library Management Team Reports
 - c. Board Vacancy
7. Unfinished Business
 - a. Review of Policies
 - b. RFQ for Auditing Services

Adjourn

Next regular board meeting 14 July 2025

REQUEST TO SPEAK BEFORE THE BOARD

Please complete this form and return it to either a Board Member or the Library Director.

Name_____ Date_____

Address_____

City, State and ZIP_____ Phone_____

Subject of your request_____

Email address_____

REQUEST TO SPEAK BEFORE THE BOARD

Please complete this form and return it to either a Board Member or the Library Director.

Name_____ Date_____

Address_____

City, State and ZIP_____ Phone_____

Subject of your request_____

Email address_____

**Saline County Library
Board of Trustees
Meeting Minutes**

10 March 2025

Attendees:

Marian Douglas, Board Chair
Allison Nolley, Board Member
Kara Conrad, Board Member
Jamie Clemmer, Board Member
Richard McKeown, Board Member
Matt Brumley, County Judge

Leigh Espey, Library Director
Stony Evans, Assistant Library Director
Kolton Jones, Saline County Attorney
Pat Bisbee, Quorum Court Liaison
Keith Kellum, Quorum Court Liaison
Tonia Breckenridge, HR Manager
Arielle Wilson, Finance Manager

1. Call to Order

Douglas called the meeting to order at 4:00 PM.

2. Announcements

No announcements

3. Public Comment

No public comments made

4. Minutes from the 13 January 2025 board meeting

Clemmer motioned to approve the minutes. McKeown seconded the motion which passed unanimously.

5. Financial Reports

a. Income and Expense Reports

Nolley motioned to approve the income and expense reports. The motion was seconded by Conrad. Discussion resulted in one correction being made to line 6560 – Payroll expenses. Motion passed unanimously.

b. Budget Modification Form

Clemmer motioned to accept the modifications. McKeown seconded the motion which passed unanimously.

6. Discussion Items

a. Director's Report

No discussion

b. Library Management Team Reports

No discussion

7. Unfinished Business

a. Review of Policies

- b. RFQ for Auditing Services
Not discussed

Adjourned: 6:32 PM

Conrad motioned to adjourn. Nolley seconded the motion which passed unanimously.

Next regular board meeting 12 May 2025

DRAFT

**Saline County Library
Board of Trustees
Special Meeting Minutes**

29 April 2025

Attendees:

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

Leigh Espey, Library Director
Stony Evans, Assistant Library Director
Kolton Jones, Saline County Attorney
Keith Kellum, Quorum Court Liaison
Matt Brumley, County Judge

Sara Peppard, SCL Patron

1. Call to Order

McKeown called the meeting to order at 4:02 PM

2. Public Comment

Ms. Peppard made a statement regarding her appeal of the reconsideration committee's decision to the board.

3. New Business

a. Appeal of Reconsideration Committee Decision

The board discussed the book that Ms. Peppard requested be reconsidered for placement in the Teen section of the library. Douglas declined to discuss the book as she was unable to read the book prior to the meeting.

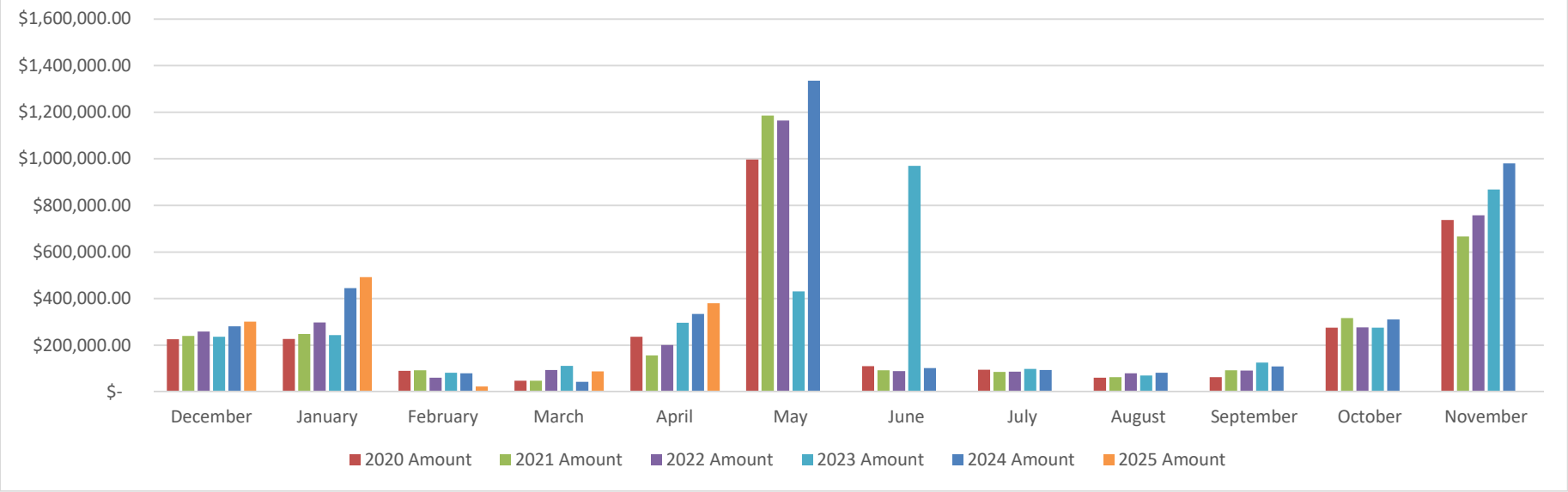
Clemmer motioned for the book to remain in the Teen section. Nolley seconded the motion. Douglas abstained from voting as she did not have an opportunity to read the book. The remaining four board members unanimously voted to approve the motion.

Adjourn: 4:31 PM

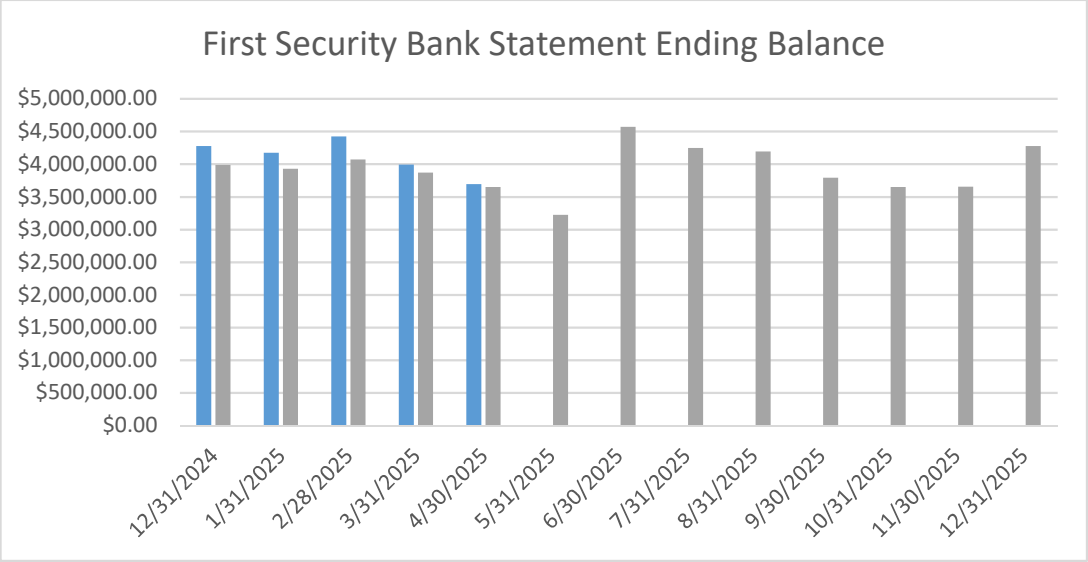
Clemmer motioned to adjourn the meeting. Nolley seconded the motion which passed unanimously.

Next regular board meeting 12 May 2025

TAX RECEIPTS							
Date County Received	2020 Amount	2021 Amount	2022 Amount	2023 Amount	2024 Amount	2025 Amount	Difference from previous year
December	\$ 226,160.06	\$ 240,643.86	\$ 259,054.60	\$ 236,663.60	\$ 281,506.20	\$ 300,982.79	\$ 19,476.59
January	\$ 226,867.53	\$ 248,875.25	\$ 297,724.41	\$ 244,107.88	\$ 444,981.53	\$ 492,849.66	\$ 47,868.13
February	\$ 90,322.15	\$ 92,793.73	\$ 60,717.21	\$ 82,586.40	\$ 80,329.09	\$ 23,599.35	\$ (56,729.74)
March	\$ 48,354.20	\$ 47,554.84	\$ 93,532.72	\$ 111,487.75	\$ 42,763.71	\$ 88,216.06	\$ 45,452.35
April	\$ 237,069.35	\$ 156,340.43	\$ 201,091.45	\$ 297,178.59	\$ 334,571.00	\$ 380,707.82	\$ 46,136.82
May	\$ 996,484.34	\$ 1,185,278.48	\$ 1,164,224.26	\$ 430,942.96	\$ 1,335,255.50		\$ (1,335,255.50)
June	\$ 110,896.95	\$ 92,488.78	\$ 89,291.29	\$ 970,451.41	\$ 102,423.53		\$ (102,423.53)
July	\$ 94,694.02	\$ 85,193.59	\$ 87,308.16	\$ 98,906.02	\$ 94,044.59		\$ (94,044.59)
August	\$ 60,399.71	\$ 63,259.14	\$ 80,324.03	\$ 70,538.64	\$ 82,464.89		\$ (82,464.89)
September	\$ 63,533.38	\$ 93,021.74	\$ 91,590.17	\$ 126,267.33	\$ 109,242.37		\$ (109,242.37)
October	\$ 275,110.88	\$ 316,655.67	\$ 277,262.72	\$ 275,584.60	\$ 310,411.13		\$ (310,411.13)
November	\$ 737,493.81	\$ 666,438.79	\$ 757,940.44	\$ 868,873.55	\$ 980,160.72		\$ (980,160.72)
	\$ 3,167,386.38	\$ 3,288,544.30	\$ 3,460,061.46	\$ 3,813,588.73	\$ 4,198,154.26	\$ 1,286,355.68	\$ (2,911,798.58)



First Security Bank Statement Ending Balance	
Date	Amount
12/31/2024	\$4,277,455.23
1/31/2025	\$4,172,629.60
2/28/2025	\$4,421,338.07
3/31/2025	\$3,992,161.03
4/30/2025	\$3,694,510.38
5/31/2025	
6/30/2025	
7/31/2025	
8/31/2025	
9/30/2025	
10/31/2025	
11/30/2025	
12/31/2025	





Saline County Library

Budget vs. Actuals: Budget_CY25_P&L - FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
Revenue				
4150 Tax Receipts	905,647.86		-905,647.86	
4200 State Aid	50,557.22		-50,557.22	
4210 State Scholarship Money	2,700.00		-2,700.00	
4255 Advertising Income	775.00		-775.00	
4310 Book Sale	5,594.33		-5,594.33	
4330 Copies/Printing	3,259.37		-3,259.37	
4350 Fines / Fees	1,880.53		-1,880.53	
4365 Fundraising	863.70		-863.70	
4370 Gifts/Memorials	57.03		-57.03	
4410 Interest Income	54,885.59		-54,885.59	
4455 Passport Fee	31,828.60		-31,828.60	
4460 Refund	9,630.04		-9,630.04	
Total Revenue	\$1,067,679.27	\$0.00	\$ -1,067,679.27	0.00%
GROSS PROFIT	\$1,067,679.27	\$0.00	\$ -1,067,679.27	0.00%
Expenditures				
3070 Rents, Land, & Buildings	53,000.00	53,000.00	0.00	100.00 %
5000 Advertising				
5500 Advertising	7,019.59	35,000.00	27,980.41	20.06 %
5600 Community Engagement	1,065.63	10,000.00	8,934.37	10.66 %
Total 5000 Advertising	8,085.22	45,000.00	36,914.78	17.97 %
6560 Payroll Expenses				
0100 Wages	798,896.06	2,259,124.30	1,460,228.24	35.36 %
0600 Taxes (Fed, AR, SUTA)	60,278.83	150,000.00	89,721.17	40.19 %
0800 Retirement	118,620.17	341,000.00	222,379.83	34.79 %
0900 Insurance Benefits	154,820.90	225,000.00	70,179.10	68.81 %
1000 Worker's Compensation		7,000.00	7,000.00	
1200 Other Fringe Benefits		1,000.00	1,000.00	
Total 6560 Payroll Expenses	1,132,615.96	2,983,124.30	1,850,508.34	37.97 %
6700 Supplies				
6701 Printing	2,832.95	10,000.00	7,167.05	28.33 %
6750 General Supplies	10,672.29	30,000.00	19,327.71	35.57 %
6760 Janitorial Supplies	7,021.30	25,000.00	17,978.70	28.09 %
6770 Service Contracts	27,139.29	105,574.49	78,435.20	25.71 %
Total 6700 Supplies	47,665.83	170,574.49	122,908.66	27.94 %
6800 Professional Services				
6810 Postage	3,012.50	13,000.00	9,987.50	23.17 %
6820 Communications	18,111.08	40,000.00	21,888.92	45.28 %
6830 Other Professional Services	8,450.64	20,000.00	11,549.36	42.25 %
Total 6800 Professional Services	29,574.22	73,000.00	43,425.78	40.51 %



Saline County Library

Budget vs. Actuals: Budget_CY25_P&L - FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
7000 Transportation				
70-2500 Fuel for Library Vehicle Use	454.78	5,000.00	4,545.22	9.10 %
70-5200 Fuel for Personal Vehicle Use	464.05	3,000.00	2,535.95	15.47 %
70-5300 Airline and Rental Car		4,000.00	4,000.00	
Total 7000 Transportation	918.83	12,000.00	11,081.17	7.66 %
7100 Insurance				
71-5800 Fire and Extended Coverage		40,000.00	40,000.00	
71-5900 Vehicle Insurance	3,424.86	4,000.00	575.14	85.62 %
Total 7100 Insurance	3,424.86	44,000.00	40,575.14	7.78 %
7200 Utilities				
7210 Electricity	21,929.64	85,000.00	63,070.36	25.80 %
7220 Gas	7,022.91	20,000.00	12,977.09	35.11 %
7230 Water	2,282.47	7,500.00	5,217.53	30.43 %
7240 Waste Disposal	1,797.49	5,500.00	3,702.51	32.68 %
Total 7200 Utilities	33,032.51	118,000.00	84,967.49	27.99 %
7300 Building Operations				
7340 Building and Furnishings-New	17,102.46	40,200.00	23,097.54	42.54 %
7350 Machinery and Equipment-New	197,413.48	218,500.00	21,086.52	90.35 %
7360 R&M-Machinery and Equipment	1,978.83	5,000.00	3,021.17	39.58 %
7370 R&M-Building Improvements	2,814.04	35,000.00	32,185.96	8.04 %
Total 7300 Building Operations	219,308.81	298,700.00	79,391.19	73.42 %
7400 Miscellaneous				
7500 Dues and Memberships	925.00	5,000.00	4,075.00	18.50 %
7900 Meals and Lodging		4,000.00	4,000.00	
8200 Refund	308.36	1,000.00	691.64	30.84 %
8300 Scholarship Payment	2,700.00		-2,700.00	
8400 Software	11,836.32	88,903.00	77,066.68	13.31 %
Total 7400 Miscellaneous	15,769.68	98,903.00	83,133.32	15.94 %
8500-1 All Programming	22,996.06	80,000.00	57,003.94	28.75 %
8700 Staff Development	2,335.09	16,200.00	13,864.91	14.41 %
8750 Fundraising Expenses		1,000.00	1,000.00	
8800 Books/Magazines/Video/Audio	200,430.61	520,000.00	319,569.39	38.54 %
9500 Other Miscellaneous Expenditure		32,899.71	32,899.71	
9600 Friends Expenses	663.33	3,000.00	2,336.67	22.11 %
Total Expenditures	\$1,769,821.01	\$4,549,401.50	\$2,779,580.49	38.90 %
NET OPERATING REVENUE	\$ -702,141.74	\$ -4,549,401.50	\$ -3,847,259.76	15.43 %
NET REVENUE	\$ -702,141.74	\$ -4,549,401.50	\$ -3,847,259.76	15.43 %

Library Director's Report May 2025

RFID Update

We are almost through the installation period. As of this writing, we are only waiting on the mobile inventory equipment and self-check tablets to be configured.

Gann Museum

The Gann Museum Board met on April 23. We are still contacting contractors to provide estimates for drainage solutions behind the building, but the HVAC system has been updated.

MidArkansas Regional Library Board Meeting

The MidArk board meeting will be held at the East End Branch Library at 10:00 AM Friday, May 30.

Paron Community Center

The library provides internet access for the Paron Community Center. We were notified that our current service is to be discontinued, so we have been researching other providers.

Connect2First now offers fiber service in the area, so I met with a representative from the Community Center Board as well as the Connect2First representative on May 2. Once I receive the quote and approve it, the installation should happen within 30-45 days at the most.

MOU: Saline County Collector's Office

Jennifer Carter, Saline County Tax Collector, reached out in April to update the memorandum of understanding between the Library and the Collector's office. I have attached the updated MOU.

2024 Legislative Audit

The auditor has started requesting information for the 2024 Legislative Audit.

Submitted by,
Leigh Espey
Library Director

Memorandum of Understanding

This Memorandum of Understanding, (hereafter called MOU), made this day of April 23, 2025, and effective from January 1, 2025 until December 31, 2027, by and between the Saline County Bob Herzfeld Memorial Library (hereafter called "SCBHML") and the Saline County Collector (hereafter called "SCC"), hereby establishes that SCBHML and SCC agree that in case of a disaster making the SCC'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 SCC's staff; -
- Provide use of limited office supplies until supplies can be obtained (within 24 hours);
- Provide use of five (5) computers, a networked printer and two (2) phones
- Provide use of the library's computer network; and,
- Allow additional access and working hours to process taxes, as needed.

SCC will:

- Use the facility only as long as necessary; and,
- Cooperate to the fullest extent possible with the SCBHML staff

The SCC's authority to utilize the provisions of this MOU will begin on the date of "the disaster" and terminate on the date the SCC 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 Collector

Bob Herzfeld Memorial Library Director

Signature

Jennifer Carter

Signature

Leigh Espey

Print Name

Jennifer Carter

Print Name

Leigh Espey

Title

Saline County Collector

Title

Library Director

Library Management Team Report

Assistant Library Director

May 2025

Benton Branch

The Benton Branch team continues planning engaging activities for the Summer Reading Program (SRP) which has included Laura Austin (Adult Services), Wendy Christy (Youth Services), and their programming teams. Madison Oden's Public Services staff continues to support the new Bibliotheca technology for patrons. We are very appreciative of these needed upgrades at all our sites.

I attended an outreach event at the Manor at Benton on April 24th. Adult Programmer, Joel Beck and I met many of the residents of the Manor and made new connections for upcoming resource offerings that Laura Austin and her team are developing. I look forward to seeing what happens with these evolving outreach programs.

Bryant Branch

Branch Manager Susan Jacobs continuously supports her staff as they plan for the Summer Reading Program. They are all very excited to bring engaging activities to the Bryant Branch. One of their new innovative experiences was the Spy Camp program on April 26th. I attended this reservation only event and saw over 40 kids participating in engaging fun activities. I am very proud of Callie Graham (Tween & Teen Youth Services) for spearheading this well-attended event. It was a win for the community and the Bryant Branch!

East End Branch

Branch Manager Amanda Garrison invited Laura DePriest, Art Teacher at East End Middle School, and her class to visit the library in April to celebrate the completion of their mural project. The assistant principal from the school also accompanied the students at the event. The mural is located in the meeting room at the branch. I was able to attend and join Amanda and Laura in thanking the students. It has been a wonderful collaboration and has contributed to the additional interest teens have had in the East End Branch. In addition, Laura DePriest will be working as seasonal staff at the East End Branch this summer. She will be an asset to the library in helping connect to the community.

Submitted by,

Stony Evans
Assistant Library Director

Library Management Team Report

Human Resources

May 2025

Statistics

- Headcount: 60
- 2025 YTD Hires:
 - 11 Candidates Interviewed
 - 1 Resignation due to Retirement (Kathy Dane)
 - 1 Transfer – Nathan Clay (PT) to Bryant Branch
 - 3 New Hires
 - Katie Baker, PT Library Assistant
 - Cecil Grant, Shelver (replacing Kathy Dane)
 - Molly Kitchens, Seasonal
- April Staff Training (41 attendees)

Summary of Evaluations:

Topic:	# of Participants Evaluating	Score
Learning About Library Services	41	4.0
Team Building	36	3.8
Wellbeing: Meditation & Mindfulness	21	4.6
Wellbeing: Gratitude	10	4.4
Wellbeing; Chair Yoga	18	4.9
Wellbeing: Walk	24	4.4
Cyber Security	40	3.7
Mandatory Reporter	31	3.9
Situational Skills Training	41	4.1

- **Overall Value of the Day** **41** **4.1**
- Performance Management
 - No employees currently on PIP
- Turnover
 - 2025 YTD: 1.7%
 - 2024: 25.9%
 - 2023: 35.1%

Submitted by,
Tonia Breckenridge
Human Resources Manager

Library Management Team Report

Bryant Branch

May 2025

Statistics

During March 2025, the public computers were used 538 times for 376 hours with an average of 42 minutes for each session. We had 5,353 patrons visit with a daily average of 205 visitors. We notarized 67 documents and submitted 102 passport applications. We circulated 6,739 items, which is a 30% increase over 2024 (5,169).

In April 2025, the public computers were used 486 times for 403 hours with an average of 49 minutes for each session. 4,646 patrons visited the branch with an average of 185 patrons per day. We notarized 47 documents and submitted 47 passport applications. We circulated 5,818 items which is a 4.9% increase over 2024 (5,546).

Questions

	Reference	General	Streaming	Computer	Passport calls
January	216	181	95	113	89
February	235	277	112	125	152
March	121	161	79	121	122
April	108	147	83	116	67

Staffing Report

None currently.

Submitted by,

Susan Jacobs
Branch Manager

Library Management Team Report

East End

May 2025

East End Library

We had 1606 people visit during the month of March, an average of 77 per day, and made 42 library cards. We answered 309 questions (31 digital questions, 145 general questions, 74 reference questions and 59 questions about technology) and had 16 people use our Study Room, 147 use the Meeting Room and 101 use our CreativeSpace. We had 67 use our computer lab for 47 hours and 35 minutes, 43 minutes on average. We had 467 participate in our programs for the month. We completed 5 notaries.

In April, we had 1638 people visit, an average of 86 per day, and made 45 library cards. We answered 321 questions (30 digital questions, 135 general questions, 94 reference questions and 62 questions about technology) and had 28 people use our Study Room, 289 use the Meeting Room and 101 use our CreativeSpace. We had 66 use our computer lab for 51 hours and 41 minutes, 47 minutes on average. We had 655 participate in our programs for the month. We completed 3 notaries.

We celebrated our first birthday at the library on April 1! It's hard to believe that we've been open an entire year already. Sometimes it feels like we've always been here and other times, it feels like we're brand new still. We had 87 people in attendance at our birthday celebration and collected about 150 items for our community pantry as our birthday presents. We have an amazing community and I can't wait to see what changes the next year will bring.

Speaking of changes, or maybe just change, ha!, we have finally begun accepting money at our location as of May 1. We don't see a lot of patrons with missing or damaged items, but we do have a handful of patrons that use our printing and copying services, so maybe we'll start to bring in a little bit of money for the library system.

Another change that we're working on is trying to figure out how to open our doors on Saturdays for our patrons. We have several people asking us to do so, but without the addition of more staff, it will not be a possibility unless our two full-time staff members, myself and E'Yanne, work more than 40 hours and/or 6 days a week. No matter which way we look at it, it's just not going to be possible to be open more than we currently are without adding at least one more full-time person and one more part-time person, though more would certainly ease the strain we are currently facing as a staff of two full-time and one part-time. Luckily, with summer coming, we are able to have the assistance of seasonal staff and we were able to add two that are local to our area specifically. If only they could work here all the time!

We are excited to take a programming break for the month of May so we can prepare for our summer reading activities. We've got a lot of things planned for our second summer at East End and hope we'll have even more attendance than last year! We'll have something different every single day and can't wait to see how much our patrons enjoy what we have to offer.

Submitted by,
Amanda Garrison, MLS
East End Branch Manager

Library Management Team Report

Public Relations Department

May 2025

Social Media Stats

Social Stats March 3 – May 4 (-/+ from last board report):

Facebook Reactions: 3,292 (+1,415)	2025 YTD: 5,169
Facebook Clicks: 14,845 (+8,162)	2025 YTD: 21,528
Facebook Posts: 278 (-12)	2025 YTD: 579
Facebook New Followers: 223 (+164)	2025 YTD: 296
Facebook Reach: 165,949 (149,768)	2025 YTD: 165,949
Facebook Shares: 515 (+190)	2025 YTD: 868
Instagram New Followers: 32 (+9)	2025 YTD: 57
Instagram Number of Posts: 103 (-54)	2025 YTD: 260
Instagram Likes: 761 (+12)	2025 YTD: 1,510
Instagram Comments: 21 (+10)	2025 YTD: 32
Instagram Reach: 11,848 (+388)	2025 YTD: 28,880

Website Stats

March and April (Includes National Library Week)

Active Users: 171k (+153k)	2025 YTD: 294k
New Users: 127k (+110K)	2025 YTD: 232k
Average engagement: 6m 35 s (+5m 35s)	2025 YTD: 7m 39s

Public Event Attendance and Outreach Stats

Public Event and Outreach Stats March 3 – May 1

Ribbon Cuttings: 9	2025 YTD: 15
Networking Group Meetings: 18	2025 YTD: 28
Community Meetings: 13	2025 YTD: 12
Community Partner 1-on-1: 0	2025 YTD: 7
Other Outreach: 13	2025 YTD: 24
Outreach engagement: 1458	2025 YTD: 2127
New Cards: 126	2025 YTD: 75

I Love My Library

We ran an “I Love My Library” campaign from the middle of February through National Library Week in mid-April. We collected 619 responses from the community. This survey asked about what services/products our community was familiar with that the library offered and how important those were to them. It also asked what was their favorite thing about the library and if they would like to change anything. Most common favorites included the welcoming environment and good customer service, wide selection and variety of materials and resources or services, and all the classes offered. The most common “change” has 291 responses to change nothing. Extending hours and having later events was mentioned 40 times. Other repeated themes for negatives were more books on Libby and adding to the collection.

National Library Week

We tried something new for National Library Week this year. We hosted an event every day starting Monday going through Saturday in the community to spread the word about the library and our services. We had 13 social media posts leading up to all the events combined that reached 36,327 with 287 likes, 68 shares, and 96 clicks to our website. We held two fundraisers:

Bingo at Larry's Pizza on Monday 4PM – 8PM and Mystery Night at Freddy's on Wednesday from 4PM – 8PM. Together the events raised a little under \$600. Our Movie Night on Saturday ended up being our biggest yet with around 350 attendees. Bryant Rotary sponsored our hot dogs and chips that we quickly ran out of. All week, we interacted with 494 people for National Library Week and signed up 8 library cards.

Strategic Plan

We are in the thick of the research phase for our strategic plan. This is the largest part of the strategic planning process. We are currently reviewing the survey responses from our I Love My Library campaign. Our data team has gathered demographic statistics from sources like economic reports and the latest census. Focus groups are scheduled at each branch in June. In June through August our PR team, and any other team members that can assist, will start key influencer interviews. In August and September, we will gather all the data to see what our next strategic plan should focus on. Kari and Laura will be presenting at ArLA Infobits in May on how to create an easy strategic plan with a \$0 budget.

Clean Up Saline County with Recycle Saline and Saline County Offices

On April 26th we were proud to partner with Recycle Saline and the Saline County Offices to clean up Prickett Road in Bryant. We had one of the largest online sign-ups and had 15 people attend. We cleaned up the road in 1.5 hours and collected 6 bags of trash. Our volunteers consisted of teens earning volunteer hours, library supporters and friends, and our business partners.

Other Current Projects

Our social media is pushing to gain 16,000 followers by summer. We will be having a prize drawing every time we gain 500 followers on Facebook. We will host our first Business Connections session on May 21st to showcase a few of our online databases that could be beneficial to our local businesses. We hope to have these twice a year but intend for them to lead to more 1 on 1 conversations.

We are almost all ready for Summer Reading Challenge so that means Library Card Sign Up Month is already in the works! We are partnering with Garland County, Faulkner County, CALS, and NLR to bring the biggest Power of the Card event to central Arkansas!

Submitted by,

Kari Lapp
Public Relations Manager

Library Management Team Report

Building Operations Department

May 2025

Building Operations Department

IT

Our primary focus was converting our RFID software and hardware from Tech Logic to Bibliotheca. We successfully implemented new security gates in Benton and Bryant, as well as our new self-checkout machines and RFID pads in all three branches. Geoff also restored services to our Benton holds lockers and we are in the process of restoring service to the lockers in Alexander. Beyond this, Geoff did his absolute best to ensure that the network and all network resources had maximum up-time.

Maintenance/Housekeeping

Billy continues to address maintenance issues throughout the organization. He identified a few issues with our HVAC in Benton and worked closely with Harrison Energy Partners to correct them. He has done a fantastic job of ensuring that all of our properties are safe and functioning properly.

Brittton and Tatiana continue to impress with their ability to keep our Benton and Bryant branches immaculately clean. Their hard work shines on a daily basis and their commitment to their work is made evident through the compliments they both receive from staff and patrons.

Submitted by,
Rob Walton
Building Operations Manager

Library Management Team Report

Public Services Department

May 2025

Statistics

In March, computers were used 678 times for 487 hours and 17 minutes, 2041 questions were asked, and 11,300 patrons visited. We had 270 new library cards. In passive programming, we had 399 interactions!

In April, computers were used 665 times for 498 hours and 20 minutes, 2016 questions were asked, and 10,404 patrons visited. We had 229 new library cards. In passive programming, we had 397 interactions!

Staffing

Sadly, we are losing one of our amazing shelvers, Kathy Dane. She has been here for three years and six months, which is amazing. She made my time transitioning as manager into something so simple. Her role will be assumed by one of our seasonal employees, Cecil Grant! We're super excited to have them on board, and we hope our shelving team will stay top notch! We'll also be losing Kaylee Saling in June so that she can pursue her bachelor's degree! We'll be opening the position for her role closer to time.

As for other staff updates, we're doing good. I'm **incredibly** proud of this team, and I think the Benton library is so amazing because of them. I'm honored to be their manager, and I couldn't ask for a better group of coworkers. They work so incredibly hard, and I appreciate all the work they put into this library. They make public service look easy even when it's not!

Submitted by,

A handwritten signature in black ink, appearing to read 'M Oden', followed by a long horizontal line.

Madison Oden
Public Services Manager

Library Management Team Report

Adult Services Department

May 2025

Programming

The Adult Services team continues to provide strong programming for our patrons. Joel Beck and Stony Evans attended an outreach event at The Manor for their Spring Wellness and Fun Fair on April 24. They were able to provide basic reference help and information about the library and our services. We will continue to work toward expanding our reach into residential care communities and our homebound program in general.

Health-focused

Joel Beck was able to connect with LaTaaka Harvey, the Saline County Extension Agent for Family and Consumer Sciences. This has led to a cooperative set of events focused on Food Fundamentals and Canning Basics. As of this writing, 5 of the 7 future programs are already full with growing wait lists. This will hopefully be the start of a great relationship leading to many new cooperative events and programs.

Creation-focused

Becca Griffin and Chloe Bridges held special Makerspace hours during the week of Spring Break which proved to be quite popular for kids and adults alike.

Becca Griffin has added Glowforge Certification classes to our Makerspace offerings. This allows patrons to be trained on proper and safe usage of the Makerspace's laser cutter. Patrons who complete the class will be able to reserve extended time outside of normal Makerspace open hours during which they can use the Glowforge with minimal assistance to complete longer personal projects.

Statistics

	March	April
In Person	128	155
Makerspace Benton	288	172
Makerspace Bryant	72	24
Presenter	111	87
Seed Library	529	541

Submitted by,
Laura Austin
Adult Services Manager

Library Management Team Report
Youth Services
May 2025

Programming Attendance & Outreach in March & April

In March & April, 1,754 people came to storytime and preschool programs, 239 came to afterschool programming, and 245 came to teen programs. We also had over 603 people come to homeschool programs. Each month during the school year, we visit 17 different schools, preschools, and daycares. In March & April we saw 1,530 children and teens at these visits. In March & April, we attended 2 school outreach events where we spoke to 152 people. 348 people participated in Reading Dragons this year.

May Programs and Outreach

Library Prom was a big success this year. Our prom dress closet gave out over 100 dresses this year. We had 39 teens attend. Pizza was donated by Empire Cheer and Different Dough. Sugar Dumplings donated cookies and brownies. We have several special school visits scheduled this month, and we are attending community events with other library staff to promote summer reading.

Summer Reading

Our Summer Reading Challenge runs from Monday, June 2 to Thursday, July 31. The youth services calendar is packed with programs for children and teens of all ages. We will have at least 10 storytimes each week this summer, performers on Wednesdays, and multiple programs for each group of school-aged children every week. This summer we have set a goal of growing the home libraries of our community. To that end, we are giving everyone 18 and under who registers for summer reading a book and another after 40 days of reading. Participants who complete 20 days of reading will receive a summer reading t-shirt. We will be registering people at all library locations and at the community events we attend in May. Patrons will be able to participate entirely online as well.

Submitted by,
Wendy Christy
Youth Services Manager

At the 12 May 2025 Saline County Library Board of Trustees meeting, a call was made for applications for the trustee position that will become vacant 1 July 2025. Interested applicants are asked to submit a current resume as well as a cover letter outlining their desire to serve and how their skills and experience might positively contribute to the operation of the Saline County Library by email to BoardMembers@SalineCountyLibrary.org and Matt.Brumley@SalineCounty.org. Submissions will be accepted until 2 June 2025.

The nomination committee consisting of the Saline County Judge, one (1) Saline County Library Board member, and one (1) Saline County Quorum Court member will consider all applications received and prepare a recommendation to submit to the full Library Board of Trustees.

Library Board terms are five years. Potential members are nominated by the Library Board, appointed by the County Judge, and confirmed by the Quorum Court. For more details, see Arkansas Code 14-14-705 and Saline County Ordinance 2023-17.