

**Saline County Library
Board of Trustees
Agenda**

Date: 14 July 2025 | Time: 4:00 PM

1800 Smithers, Benton, AR

1. Call to Order
2. Announcements
3. Public Comment - Speakers must sign in with the agenda topic they wish to speak on before the Board meeting begins.
4. Minutes from the 12 May 2025 board meeting
5. Financial Reports
 - a. Income and Expense Reports
6. Discussion Items
 - a. Director's Report
 - b. Library Management Team Reports
7. Unfinished Business
 - a. Review of Policies
 - b. RFQ for Auditing Services
8. New Business
 - a. Inventory Policy
 - b. Expense Authorization Policy

Adjourn

Next regular board meeting 8 September 2025

Saline County Library Board of Trustees Meeting Minutes

12 May 2025

Attendees:

Allison Nolley, Acting Chair
Kara Conrad, Board Member
Jamie Clemmer, Board Member
Richard McKeown, Board Member
Pat Bisbee, Quorum Court Liaison
Keith Kellum, Quorum Court Liaison

Leigh Espey, Library Director
Stony Evans, Assistant Library Director
Tonia Breckenridge, HR Manager
Arielle Wilson, Finance Manager
Kolton Jones, Saline County Attorney
Andrew Dixon, QGT Attorney

1. Call to Order

Nolley called the meeting to order at 4:02pm

2. Announcements

No announcements

3. Public Comment

No public comments made

4. Minutes from the 10 March 2025 and 29 April 2025 board meetings

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

5. Financial Reports

a. Income and Expense Reports

McKeown motioned to approve the income and expense reports. The motion was seconded by Clemmer which passed unanimously.

6. Discussion Items

a. Director's Report

Discussion around how we compare to other state locations for attendance and circulation.

b. Library Management Team Reports

No discussion.

c. Board Vacancy

McKeown motioned to advertise Board vacancy in library publications, public areas of the library and online. The motion was seconded by Clemmer which passed unanimously.

7. Unfinished Business

a. Review of Policies

i. Public Comment Policy

Discussion resulted in editing the policy's "Request to Speak" to read:

Saline County Residents and Library Patrons wishing to address the Board must sign in with agenda topic they wish to speak on before the meeting begins. Only those who have signed in may be permitted to speak.

Strike the Request to Speak Before the Board form.

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

ii. Filming Policy

Discussion around privacy and the Board directed Leigh to work with legal counsel to rewrite the policy by adding a preamble on purpose and clearly defining the type of filming requiring permission.

b. RFQ for Auditing Services

Leigh to reach out to firms to get a quote for what we need done.

Adjourned: 6:02 PM

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

Next regular board meeting 14 July 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	2,637,826.55		-2,637,826.55	
4200 State Aid	76,335.83		-76,335.83	
4210 State Scholarship Money	5,400.00		-5,400.00	
4255 Advertising Income	7,859.01		-7,859.01	
4310 Book Sale	8,409.40		-8,409.40	
4330 Copies/Printing	5,563.13		-5,563.13	
4350 Fines / Fees	3,114.98		-3,114.98	
4365 Fundraising	1,399.64		-1,399.64	
4370 Gifts/Memorials	60.77		-60.77	
4410 Interest Income	80,355.38		-80,355.38	
4455 Passport Fee	42,355.88		-42,355.88	
4460 Refund	9,630.04		-9,630.04	
Billable Expense Income	0.00		0.00	
Total Revenue	\$2,878,310.61	\$0.00	\$ -2,878,310.61	0.00%
GROSS PROFIT	\$2,878,310.61	\$0.00	\$ -2,878,310.61	0.00%
Expenditures				
3070 Rents, Land, & Buildings	53,000.00	53,000.00	0.00	100.00 %
5000 Advertising				
5500 Advertising	16,056.12	35,000.00	18,943.88	45.87 %
5600 Community Engagement	1,287.28	10,000.00	8,712.72	12.87 %
Total 5000 Advertising	17,343.40	45,000.00	27,656.60	38.54 %
6560 Payroll Expenses				
0100 Wages	1,253,088.19	2,259,124.30	1,006,036.11	55.47 %
0600 Taxes (Fed, AR, SUTA)	94,451.55	150,000.00	55,548.45	62.97 %
0800 Retirement	184,745.43	341,000.00	156,254.57	54.18 %
0900 Insurance Benefits	215,097.54	225,000.00	9,902.46	95.60 %
1000 Worker's Compensation		7,000.00	7,000.00	
1200 Other Fringe Benefits		1,000.00	1,000.00	
Total 6560 Payroll Expenses	1,747,382.71	2,983,124.30	1,235,741.59	58.58 %
6700 Supplies				
6701 Printing	2,944.48	10,000.00	7,055.52	29.44 %
6750 General Supplies	13,191.15	30,000.00	16,808.85	43.97 %
6760 Janitorial Supplies	10,504.32	25,000.00	14,495.68	42.02 %
6770 Service Contracts	43,375.47	105,574.49	62,199.02	41.09 %
Total 6700 Supplies	70,015.42	170,574.49	100,559.07	41.05 %
6800 Professional Services				
6810 Postage	5,824.97	13,000.00	7,175.03	44.81 %
6820 Communications	22,183.98	40,000.00	17,816.02	55.46 %
6830 Other Professional Services	12,271.08	20,000.00	7,728.92	61.36 %



Saline County Library

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

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
6831 Management and Consulting	5,730.00		-5,730.00	
6832 Credit Card Fees	79.02		-79.02	
Total 6830 Other Professional Services	18,080.10	20,000.00	1,919.90	90.40 %
Total 6800 Professional Services	46,089.05	73,000.00	26,910.95	63.14 %
7000 Transportation				
70-2500 Fuel for Library Vehicle Use	562.25	5,000.00	4,437.75	11.25 %
70-5200 Fuel for Personal Vehicle Use	601.65	3,000.00	2,398.35	20.06 %
70-5300 Airline and Rental Car		4,000.00	4,000.00	
Total 7000 Transportation	1,163.90	12,000.00	10,836.10	9.70 %
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	31,810.73	85,000.00	53,189.27	37.42 %
7220 Gas	7,063.27	20,000.00	12,936.73	35.32 %
7230 Water	3,808.33	7,500.00	3,691.67	50.78 %
7240 Waste Disposal	2,066.58	5,500.00	3,433.42	37.57 %
Total 7200 Utilities	44,748.91	118,000.00	73,251.09	37.92 %
7300 Building Operations	646.74		-646.74	
7340 Building and Furnishings-New	17,102.46	40,200.00	23,097.54	42.54 %
7350 Machinery and Equipment-New	202,915.70	218,500.00	15,584.30	92.87 %
7360 R&M-Machinery and Equipment	2,082.15	5,000.00	2,917.85	41.64 %
7370 R&M-Building Improvements	3,581.89	35,000.00	31,418.11	10.23 %
Total 7300 Building Operations	226,328.94	298,700.00	72,371.06	75.77 %
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	354.25	1,000.00	645.75	35.43 %
8300 Scholarship Payment	5,400.00		-5,400.00	
8400 Software	14,080.10	88,903.00	74,822.90	15.84 %
Total 7400 Miscellaneous	20,759.35	98,903.00	78,143.65	20.99 %
8500-1 All Programming	37,986.18	80,000.00	42,013.82	47.48 %
8700 Staff Development	3,438.20	16,200.00	12,761.80	21.22 %
8750 Fundraising Expenses		1,000.00	1,000.00	
8800 Books/Magazines/Video/Audio	294,049.83	520,000.00	225,950.17	56.55 %
9500 Other Miscellaneous Expenditure		32,899.71	32,899.71	
9600 Friends Expenses	719.99	3,000.00	2,280.01	24.00 %
Total Expenditures	\$2,566,450.74	\$4,549,401.50	\$1,982,950.76	56.41 %



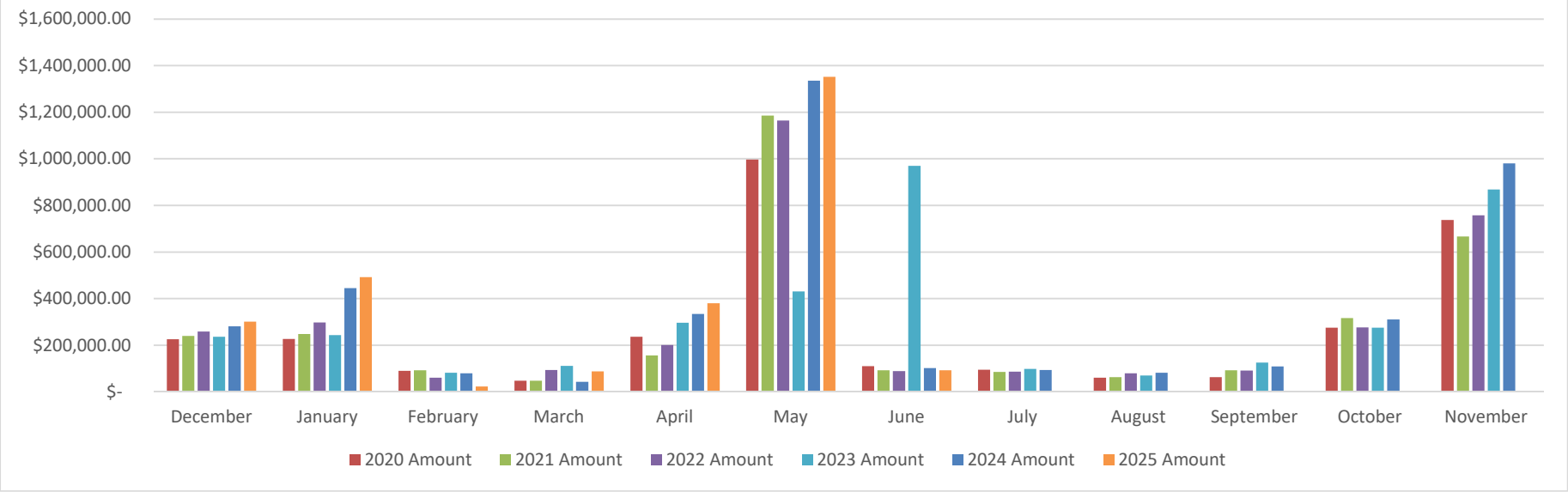
Saline County Library

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

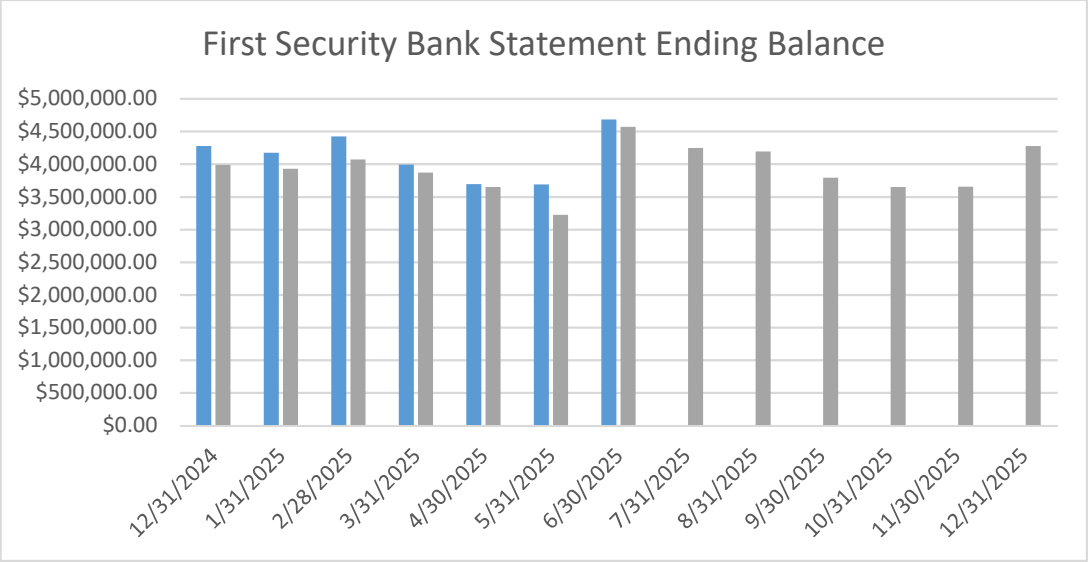
January - December 2025

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
NET OPERATING REVENUE	\$311,859.87	\$ -4,549,401.50	\$ -4,861,261.37	-6.85 %
NET REVENUE	\$311,859.87	\$ -4,549,401.50	\$ -4,861,261.37	-6.85 %

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	\$ 1,351,470.87	\$ 16,215.37
June	\$ 110,896.95	\$ 92,488.78	\$ 89,291.29	\$ 970,451.41	\$ 102,423.53	\$ 92,178.14	\$ (10,245.39)
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	\$ 2,730,004.69	\$ (1,468,149.57)



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	\$3,687,739.30
6/30/2025	\$4,682,842.18
7/31/2025	
8/31/2025	
9/30/2025	
10/31/2025	
11/30/2025	
12/31/2025	





Circulation reports for May - June

Category	2024	2025
Adult Collections	16,513	14,559
Books	16,067	14,304
Audiobooks	446	255
Children's Collections	16,292	15,667
Books	14,419	14,245
Audiobooks	1,873	1,422
Juvenile Collections	12,880	12,972
Books	12,725	12,780
Audiobooks	155	192
Teen Collections	3,394	3,431
Books	3,359	3,398
Audiobooks	35	33
New Adult Collections	655	651
Books	651	634
Audiobooks	4	17
Videogames	1,331	1,480
Library of Things	748	1,641



Circulation reports for May - June

Category	2024	2025
Video	10,062	9,285
Adult DVD	4,713	4,268
Adult Blu-ray	352	293
Adult TV	1,831	1,490
Children's DVD	3,001	3,019
Children's Blu-ray	165	215
E-Resources	41,810	45,480
Libby e-Books	15,282	14,613
Libby e-Audiobooks	14,366	14,173
Libby e-Magazines	2,438	2,768
Hoopla	8,741	12,895
Kanopy	983	1,031
Grand Total	103,685	105,166

Library Director's Report

July 2025

MidArkansas Regional Library Board Meeting

The next MidArk board meeting will be held at the Malvern/Hot Spring County Library at 10:00 AM Friday, September 26.

MOU: Bryant Pre-K

Tisha Long, Bryant Pre-K Director, reached out to ask if they could use the Bryant Branch as an evacuation location in the event of an emergency. I forwarded the MOU for the County's review, and after receiving authorization from them, signed the MOU.

Third-Party Nongovernmental Audit

I received a quote and scope of work from Rascoe Winter Thomas firm for the third-party nongovernmental audit. They believe they can begin the onsite audit by the end of September. They will audit both FY2023 and FY2024. They will be looking at the library's internal controls, policies, and procedures relating to accounting, financial reporting, and adherence to applicable laws, rules, and regulations that would have been in place during those fiscal years.

Inventory – Fixed Asset Policy and Expense Authorization Policy

The County passed Ordinance 2024-28 last year that raised the fixed assets value to \$5,000.00. I am proposing updating the Library's policy to ensure the inventory list is consistent with the Ordinance now and moving forward.

Also, in keeping in line with the threshold for purchases that require the formal bidding process, I am proposing the creation of an expense authorization policy that clearly sets out the expense process for the Library and ensures consistency with the County.

Staffing

East End has seen a 26% increase in usage by the public! We have utilized our seasonal positions quite a bit this year across all three branches to accommodate an increase in library utilization by patrons.

To expand the hours of the East End Branch to meet the growing needs in that area of the county, we would like to request the addition of one full-time and one part-time employee. This would allow the branch to open at 9:00 AM each day and be open on Saturdays from 9:00 AM – 4:00 PM.

Friends of the Library

The library is very fortunate to have a dedicated group of volunteers that put so much passion and effort into making the used bookstore a success. From January through June of this year, this group of wonderful individuals volunteered 354.66 hours of their time to ensure the bookstore is well stocked and nicely organized. We appreciate all their hard work and dedication!

Submitted by,
Leigh Espey
Library Director

Library Management Team Report

Assistant Library Director

July 2025

Benton Branch

The Benton Branch team continues executing engaging activities for the Summer Reading Program (SRP) which has included Laura Austin (Adult Services), Wendy Christy (Youth Services), and their programming teams. I saw over 300 patrons attend the Little Rock Zoo Meet & Greet at Benton on June 18th. The line of participants wound its way through over half of the bottom floor of the library. Madison Oden's Public Services staff continues to support the new Bibliotheca self-checkout technology for patrons. We are very appreciative of these needed upgrades at all our sites. In addition, Public Services is very thankful for seasonal employee support during the busy summer months.

Bryant Branch

Branch Manager Susan Jacobs continuously supports her staff as they support the Summer Reading Program. I attended the Roaring Jazz Night reservation only event on June 27th and saw many adults participating in engaging fun activities. It was also great to see a music ensemble from the Saline County Orchestra participate with live jazz music for the participants. I am very proud of Chloe Bridges (Bryant Branch Adult Programmer) for planning this well attended event. I look forward to seeing what they come up with next!

East End Branch

Branch Manager Amanda Garrison and her team have enjoyed excellent participation in Summer Reading Program activities at East End. She has supported a new Acoustic Music Jam program on Monday evenings from 4:00 – 6:00 pm that has been well attended. Amanda is working with the Administration Team on the possibility of expanding services to include Saturday hours. This is something that patrons have requested for months. I can't wait to see what other ways she and her team find to connect with the community at East End.

Submitted by,

Stony Evans
Assistant Library Director

Library Management Team Report

Human Resources

July 2025

Statistics

- Headcount: 63
- 2025 YTD Hires:
 - 2 Resignations due to Relocation/Going to College (Sabina Timilsina and Kaylee Saling)
 - 6 Hires (4 Seasonal, 2 Shelves, 2 Library Assistants)
 - 2 of our Seasonal employees are covering East End during summer
 - 1 additional resignation late July (Stony Evans) – job posted and interviews underway
- Recognitions:
 - 7 employees recognized with **High 5 Awards** in June
- Performance Management
 - No employees currently on PIP
- Turnover
 - 2025 YTD: 5%
 - 2024: 25.9%
 - 2023: 35.1%

Submitted by,

Tonia Breckenridge

Human Resources Manager

Library Management Team Report
Building Operations Department
June 2025

Building Operations Department

IT

Geoff stayed busy with finishing up the conversion to Bibliotheca equipment and keeping network downtime to an absolute minimum. No new projects were started during this time, which allowed Geoff to focus primarily on the day-to-day IT issues that arose.

Maintenance/Housekeeping

Billy primarily focused on the day-to-day maintenance needs of the library, while also addressing the maintenance needs revolving around summer reading. No new projects were undertaken.

Brittton and Tatiana continued to work very hard keeping our Benton and Bryant branches immaculately clean and presentable for all..

Submitted by,
Rob Walton
Building Operations Manager

Library Management Team Report

Bryant Branch

July 2025

Statistics

During June, the public computers were used 495 times for 378 hours with an average of 47 minutes for each session. We had 6,837 patrons visit with a daily average of 262 visitors. We notarized 62 documents and submitted 58 passport applications. We circulated 6,691 items and made 176 new library cards.

In May, the public computers were used 519 times for 400 hours with an average of 46 minutes for each session. 6,779 patrons visited the branch with an average of 271 patrons per day. We notarized 85 documents and submitted 41 passport applications. We circulated 7,992 items and made 130 new library cards.

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
May	102	134	97	123	173
June	115	93	66	138	54

Staffing Report

None currently.

Submitted by,

Susan Jacobs
Branch Manager

Library Management Team Report

East End

July 2025

East End Library

We had 1732 people visit during the month of May, an average of 83 per day, and made 155 library cards. We answered 243 questions (31 digital questions, 113 general questions, 47 reference questions and 52 questions about technology) and had 33 people use our Study Room, 211 use the Meeting Room and 95 use our CreativeSpace. We had 60 use our computer lab for 32 hours and 31 minutes, 33 minutes on average. We had 411 participate in our programs for the month. We completed 16 notaries.

In June, we had 2716 people visit, an average of 129 per day, and made 81 library cards. We answered 257 questions (17 digital questions, 152 general questions, 56 reference questions and 32 questions about technology) and had 48 people use our Study Room, 135 use the Meeting Room and 210 use our CreativeSpace. We had 58 use our computer lab for 42 hours and 20 minutes, 45 minutes on average. We had 1241 participate in our programs for the month. We completed 9 notaries.

In May, we were visited by East End Intermediate's third graders. They learned about the library, many got library cards, we shared stories and songs with them and got them excited about our Summer Reading program, and they went on a scavenger hunt tour where they collected beads and made their own SCLEEB necklaces!

Summer Reading has been AMAZING so far at SCLEEB! We're having programs every day of the week, though our Wednesday programs with our special performers are definitely the most well-attended! We've had around 100 at each of those so far! We created a new program for adults called Acoustic Music Jam where local amateur musicians are able to sit together and play music, taking turns of who will lead the songs and sing. We have a solid group of 5-10 that comes to that program each week and it's so fun to hear them play.

Since I've mentioned SCLEEB multiple times now, which is what we and our patrons lovingly call our little library, I am also excited to share that we are now doing a little bit of library fundraising! As of the end of June, we have iron-on decals with the library's logo and SCLEEB! on them for sale as well as a few color-changing cups. Since we only started accepting money on May 1, it's fun to see what new opportunities we will have and what things our patrons will want to purchase to represent their library.

I'm still working on adding more staff so we can be open on Saturdays and provide more resources and programs for our patrons. In gathering statistics for a presentation to request more staff, I have calculated that we have seen an increase in patrons per day of 17.72% between April-December of last year and January-June of this year. Another impressive statistic between 2024 and 2025 is a 41% increase in program attendance during the month of June (2024-792, 2025-1117). We've added several more programs, and our patrons are clearly enjoying them! Let's see what the rest of summer has to offer!

Submitted by,
Amanda Garrison, MLS
East End Branch Manager

Library Management Team Report

Adult Services Department

July 2025

The Adult Services team continues to provide strong programming for our patrons.

Becca Griffin has been promoted to Makerspace and Adult Programming Coordinator. This change will help improve cooperation within the department and ease communication between our department and others.

Community-focused Programming

Our department partnered with the University of Arkansas Division of Agriculture to put on programs including Knife Skills, Canning Salsa, Canning Jellies and Jams, Meal Planning on a Budget, and Pressure Canning Basics and Updates. These were well attended and everyone walked away praising the events. We will be planning more joint programs with the UADA this Fall.

We held a pet adoption event in May with Benton Animal Services. 56 people attended and 2 dogs were adopted during the event.

Health-focused Programming

There has been a marked increase in attendance at our exercise classes during June. Chair Yoga has become quite popular and will soon outgrow the available space within the Benton meeting room. Unfortunately, the programming budget does not allow for more growth in this area, but we will be looking at ways to expand the programs as they are.

Creation-focused Programming

Makerspace has been a very busy place this June. Every Monday has Open Make hours from 9a-5p. This has been extremely well attended throughout the day.

Adventures in Making (AiM) is still going strong with a devoted audience every Thursday night.

Hat Hackers was a one-off program done in May that focused on teaching people to use the new hat heat press in the Makerspace. It was a hit!

Socialization-focused Programming

Canasta Club has undergone a name change and is now known as Library Card Shufflers. They have also expanded their gaming palates to include domino games such as Mexican Train. June has seen more adults bringing their younger (tween-twenties) family members much to the delight of the regular players.

Inklings saw 3 new writers join its ranks in June. Spread the Inklings word to all those interested in stretching their writing muscles because we have a fun time talking about our latest hits (or misses) with writing and challenging ourselves to try something new with flash-writing prompts.

Gardening-focused Programming

The Arkansas Game and Fish Commission presented a program on Pollinator Gardening which was well attended. Our patrons had some great questions and everyone had a good time sharing their gardening experiences and talking through issues each of them have dealt with while attempting to garden more sustainably.

A Grab and Grow Seed and Plant Swap was held in May. Attendance was good but could have been even better with more advance notice. We were able to give away many of our overstock seed packets. Several patrons brought their homegrown plants and hand-gathered seed packets to share. This was a great event for connecting over gardening and for spreading the word of our Seed Library program.

Summer Reading Programs

We opted to focus our efforts on four late night programs this Summer. So far, we have held a Summer Camp Slasher Night and a Roaring Jazz Night.

Slasher night was held on Friday the 13th. Ten adults had a great time making creepy crafts and showing off their slasher horror movie knowledge with trivia and bingo. Special thanks to Papa John's for providing pizza for the group.

Jazz Night was a huge success with 31 patrons attending at Bryant. The Salty River Ragtime Syndicate played the first half of the event and our own, Stony Evans, played his saxophone the last half of the night. Chloe Bridges did an amazing job theming the night with silent movies in the meeting room, a Speakeasy serving mocktails in the Makerspace, and tables set up in the common area serving up a craft-tasting menu. Special thanks to the Bryant staff for their assistance in decorating the space and to Harp's for providing party food trays.

We are now looking forward to an 80s Dance Party in East End and an Art Gala in Benton to wrap up our Summer Reading series. We hope to see you all there (maybe with a friend or ten in tow).

Statistics

	May	June
Staff-Led (prev. In Person)	164	312
Makerspace Benton	289	640
Makerspace Bryant	185	
Presenter	167	164
Seed Library	740	274

Submitted by,
Laura Austin
Adult Services Manager

Library Management Team Report

Youth Services

July 2025

Programming in June & Early July

Summer Reading has been a huge success so far. Our programs have great attendance across all age groups. So far this summer, we have had over 1,000 people attend storytime; over 600 attended programs for school-aged children; and 240 attended teen programs. Our weekly performers have also had amazing attendance this summer so far with over 1,200 attending. We also have several passive programs for patrons of all ages to participate in while they are in the library. These have hundreds of participants each week and are enjoyed by everyone. In addition to our programs, we are also continuing several daycare outreaches during the summer. Our visits to Civitan Preschool, Friendship, and EasterSeals gives those children a chance to participate in our summer reading program as well.

Summer Reading Registration & Prizes

The age groups for the summer reading program this summer are 0-5, 6-12, 13-18, and 18+. The number of people who have registered and picked up prizes so far this summer is well above last year. So far, nearly 2500 people have registered and over 500 have read at least 20 days and picked up their t-shirts.





Submitted by,
Wendy Christy
Youth Services Manager

Library Management Team Report

Public Services Department

July 2025

Statistics

In May, computers were used 629 times for 479 hours and 45 minutes, 1954 questions were asked, and 12,320 patrons visited. We had 345 new library cards. In passive programming, we had 579 interactions!

In June, computers were used 694 times for 526 hours and 43 minutes, 1944 questions were asked, and 14,699 patrons visited. We had 364 new library cards. In passive programming, we had 220 interactions!

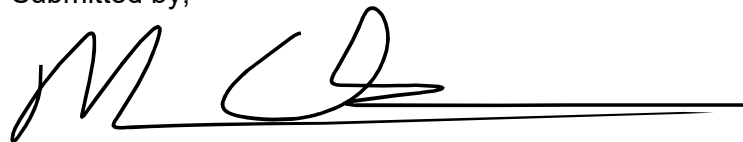
Staffing

We have some new folks in our shelving department, Cecil Grant and Seth Taylor, both of which were seasonal employees beforehand. They are working out amazingly and filling in wonderfully for the two we've lost.

We lost Kaylee Saling, and she is off to college! We are so immensely proud of her, and we wish her the absolute best.

Other than that, we've been pretty consistent. Mid year evaluations have gone on without a hitch. I'm only picking up the shelving staff for their evals.

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

Public Relations Department

July 2025

Social Media Stats

Social Stats May 5 – June 29 (-/+ from last board report):

Facebook Reactions: 3629 (+337)	2025 YTD: 8,798
Facebook Clicks: 15,849 (+1,004)	2025 YTD: 37,377
Facebook Posts: 300 (+22)	2025 YTD: 879
Facebook New Followers: 219 (-4)	2025 YTD: 535
Facebook Reach: 213,412 (47,463)	2025 YTD: 640,423
Facebook Shares: 494 (-21)	2025 YTD: 1362
Instagram New Followers: 63 (+31)	2025 YTD: 120
Instagram Number of Posts: 117 (+14)	2025 YTD: 368
Instagram Likes: 884 (+123)	2025 YTD: 2,304
Instagram Comments: 17 (-4)	2025 YTD: 49
Instagram Reach: 12,891 (+1048)	2025 YTD: 40,778

Website Stats

May and June (Includes ½ Summer Reading)

Active Users: 14k	2025 YTD: 48k
New Users: 13k	2025 YTD: 46k
Average engagement: 1m 17s	2025 YTD: 1m 04s

Public Event Attendance and Outreach Stats

Public Event and Outreach Stats May 1 – July 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: 20	2025 YTD: 46
Outreach engagement: 1983	2025 YTD: 4157
New Cards: 157	2025 YTD: 231

Strategic Plan

We are rounding out the final phase of our research portion of the Strategic Plan. The last step in research is scheduling Key Influencer interviews and then the team will meet to decipher all the data. This is to be done in the middle of August with hopes to have a first draft done by the beginning of September.

Summer Reading

Summer Reading has taken most of our marketing efforts and has Laura running to take A LOT of photos! We have noticed Facebook seems to have once again changed algorithm with is

actually hiding our posts so we will implement a new social media strategy in August to see if we can gain our social media prominence back. We had a fundraiser on July 1st at Eat My Catfish. We signed up 2 library cards and talked to 67 people. We also gave away a backyard movie night kit and had 49 entries into the drawing.

Library Card Sign Up Month: Power of the Card!

We are partnering with Garland County, Faulkner County, CALS, Jefferson/Pine Bluff, and NLR to bring the biggest Power of the Card event to central Arkansas! We already have several sponsors, including both of our top tier levels sold. The libraries are working on having outreach events every week to spread the reach of what your library card can do for you. We will also start the month off with another fundraiser at Eat My Catfish.

Submitted by,

Kari Lapp
Public Relations Manager



Public Comment Policy

The Saline County Library Board of Trustees values transparency and community engagement. All meetings are conducted in accordance with Arkansas open meetings laws. To encourage public input on library-related matters, the Board provides an opportunity for residents to address agenda items during its meetings. The Board establishes the following rules for public attendance and comment at these meetings. The presiding officer, who is responsible for maintaining order, will oversee public comment and has authority to decide procedural matters not addressed in this policy.

Request to Speak:

Saline County residents and library patrons wishing to address the Board must sign in with the agenda topic they wish to speak on before the Board meeting begins. Only those who have signed up may be permitted to speak.

Rules for Public Comment:

- Public comment is permitted only at designated times on the agenda and when recognized by the presiding officer.
- Each speaker is limited to three (3) minutes. The presiding officer may adjust time limits for each speaker or the order of speakers as needed to maintain order.
- Public comment is limited to a total of 30 minutes per meeting unless extended by a majority vote of the Board.
- Speakers must announce their full name and city of residence before making comments.
- No one may speak more than once on the same topic unless all others wishing to speak have been heard.
- Comments must pertain to items listed on the agenda. The presiding officer may stop any speaker who strays from agenda topics.
- Petitions or written correspondence will be presented to the Board at its next regular meeting.
- The Board will consider public comments but will not engage in discussion or debate during the comment period.

Personnel Matters:

To maintain orderly meetings and protect employee privacy, public comments regarding individual Library personnel—whether commendations or complaints—are not permitted during Board meetings. Members of the public may submit such matters in writing through the Library’s established administrative channels for personnel concerns. The public is encouraged to contact the Library Director or staff for guidance on how to pursue those channels

DRAFT