

**Saline County Library
Board of Trustees
Agenda**

Date: 10 November 2025 | Time: 4:00 PM

1800 Smithers, Benton, AR

1. Call to Order
2. Announcements

*Public Comment - Speakers must sign in with the agenda topic they wish to speak on before the Board meeting begins. Speakers will be allowed to speak on the requested agenda item when the Board reaches that item. Public comments are limited to 3 minutes per person for a total of 30 minutes.

3. Minutes from the 8 September & 7 October 2025 board meetings
4. Financial Reports
 - a. Income and Expense Reports
 - b. Budget Modification Report
5. Discussion Items
 - a. Director's Report
 - b. Library Management Team Reports
6. New Business
 - a. Meeting times
 - b. Check Signer Resolution

Adjourn

Next regular board meeting 12 January 2026

Saline County Library Board of Trustees Meeting Minutes

8 September 2025

Attendees:

Allison Nolley, Chair

Kara Conrad, Board Member

Jamie Clemmer, Board Member

Richard McKeown, Board Member

Marian Douglas, Board Member

Matt Brumley, Saline County Judge

Pat Bisbee, Quorum Court Liaison

Leigh Espey, Library Director

Tonia Breckenridge, HR Manager

Kari Lapp, PR Manager

Roxann Heath, Financial Coordinator

Kolton Jones, Saline County Attorney

Andrew Dixon, QGT Attorney

Keith Kellum, Quorum Court Liaison

1. Call to Order

Nolley called the meeting to order at 4:02 PM

2. Announcements

McKeown requested an agenda item for the November meeting to discuss meeting schedule moving forward which would require a review of the board bylaws.

3. Minutes from the 14 & 30 July 2025 board meetings

Clemmer motioned to approve the minutes as presented. Douglas seconded the motion which passed unanimously.

4. Financial Reports

a. Income and Expense Reports

Clemmer motioned to accept the reports as presented. Conrad seconded the motion which passed unanimously.

5. Discussion Items

a. Director's Report

b. Library Management Team Reports

6. Unfinished Business

a. Review of Policies

Conrad motioned to approve the final review of the policies. Douglas seconded the motion which passed unanimously.

7. New Business

a. CDs

Clemmer motioned to move \$2,500,000.00 from the reserve funds into a 6 month CD with First Security Bank. Douglas seconded the motion which passed unanimously.

b. Credit Card

Clemmer motioned to move the library credit cards into the Business 360 credit card program at First Security Bank. Conrad seconded the motion which passed unanimously.

c. Check Signer Resolution

Clemmer motioned to approve the addition of Roxann Heath, Financial Coordinator of the Saline County Library, as a check signer on the library checking account. McKeown seconded the motion which passed unanimously.

Adjourn 6:13 PM

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

Next regular board meeting 10 November 2025

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

07 October 2025

Attendees:

Allison Nolley, Chair

Kara Conrad, Board Member

Richard McKeown, Board Member

Jamie Clemmer, Board Member

Jame Hunt, Board Member

Keith Kellum, Quorum Court Liaison

Leigh Espey, Library Director

Tonia Breckenridge, HR Manager

Amanda Mesas, Assistant Library Director

Roxann Heath, Finance Coordinator

1. Call to Order

Nolley called the meeting to order at 4:30 PM.

2. Announcements

Nolley introduced James Hunt, the newly appointed board member. Espey introduced Amanda Mesas, the newly hired Assistant Library Director. Espey also announced that the costume closet had already given out at least 250 costumes. Espey discussed the first ever Saline County Reads featuring *A Rover's Story* by Jasmine Warga. There is a story walk around the courthouse in conjunction with this, and the library will host a virtual author visit with the author during homeschool hour on Wednesday, October 29. The East End Library has filled the part-time position, and they are now anticipating being open on Saturdays starting mid-November.

***Public Comment - Speakers must sign in with the agenda topic they wish to speak on before the Board meeting begins. Speakers will be allowed to speak on the requested agenda item when the Board reaches that item. Public comments are limited to 3 minutes per person for a total of 30 minutes.**

3. New Business

a. 2026 Budget

After discussion, Clemmer motioned to accept the budget as presented.

McKeown seconded the motion which passed unanimously.

Adjourn: 5:14 PM

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

Next regular board meeting 10 November 2025



Saline County Library
Budget vs. Actuals: Budget_CY25_P&L - FY25 P&L
 January - December 2025

	Total					
	Actual	Budget	Amendment	Current Budget	Remaining	% of Budget
Revenue						
4150 Tax Receipts	2,894,092.12	4,470,818.35			1,576,726.23	64.73%
4200 State Aid	97,262.51	100,000.00			2,737.49	97.26%
4210 State Scholarship Money	8,100.00				-8,100.00	
4255 Advertising Income	11,318.40				-11,318.40	
4310 Book Sale	13,689.13	18,000.00			4,310.87	76.05%
4330 Copies/Printing	9,326.45	2,000.00			-7,326.45	466.32%
4350 Fines / Fees	4,588.29	2,000.00			-2,588.29	229.41%
4365 Fundraising	2,272.88	5,000.00			2,727.12	45.46%
4370 Gifts/Memorials	200.80				-200.80	
4410 Interest Income	120,598.93	150,000.00			29,401.07	80.40%
4455 Passport Fee	57,679.26	40,000.00			-17,679.26	144.20%
4460 Refund	9,930.04				-9,930.04	
Billable Expense Income	0.00				0.00	
Total Revenue	\$ 3,229,058.81	\$ 4,787,818.35			\$ 1,558,759.54	67.44%
Gross Profit	\$ 3,229,058.81	\$ 4,787,818.35			\$ 1,558,759.54	67.44%
Expenditures						
3070 Rents, Land, & Buildings	53,000.00	53,000.00			0.00	100.00%
5000 Advertising					0.00	
5500 Advertising	31,985.82	35,000.00			3,014.18	91.39%
5600 Community Engagement	5,503.73	10,000.00			4,496.27	55.04%
Total 5000 Advertising	\$ 37,489.55	\$ 45,000.00			\$ 7,510.45	83.31%
6560 Payroll Expenses						
0100 Wages	1,994,597.58	2,259,124.30	25,575.00	2,284,699.30	290,101.72	88.29%
0600 Taxes (Fed, AR, SUTA)	147,805.68	150,000.00	1,716.00	151,716.00	3,910.32	98.54%
0800 Retirement	285,957.87	341,000.00	1,731.00	342,731.00	56,773.13	83.86%
0900 Insurance Benefits	196,258.07	225,000.00		225,000.00	28,741.93	87%
1000 Worker's Compensation	-677.00	7,000.00	-7,000.00	0.00	677.00	-9.67%
1200 Other Fringe Benefits		1,000.00	-1,000.00	0.00	0.00	0.00%
Total 6560 Payroll Expenses	\$ 2,623,942.20	\$ 2,983,124.30		2,983,124.30	\$ 359,182.10	87.96%
6700 Supplies					0.00	
6701 Printing	5,485.85	10,000.00		10,000.00	4,514.15	54.86%
6750 General Supplies	20,996.51	30,000.00		30,000.00	9,003.49	0.70
6760 Janitorial Supplies	18,686.10	25,000.00		25,000.00	6,313.90	74.74%
6770 Service Contracts	98,032.48	105,574.49		105,574.49	7,542.01	92.86%
Total 6700 Supplies	\$ 143,200.94	\$ 170,574.49		170,574.49	\$ 27,373.55	83.95%
6800 Professional Services					160.40	
6810 Postage	8,947.92	13,000.00		13,000.00	4,052.08	68.83%
6820 Communications	33,638.28	40,000.00		40,000.00	6,361.72	0.84
6830 Other Professional Services	14,111.50	20,000.00		20,000.00	5,888.50	0.71
Total 6800 Professional Services	\$ 56,537.30	\$ 73,000.00		73,000.00	\$ 16,462.70	77.45%
7000 Transportation					0.00	
70-2500 Fuel for Library Vehicle Use	967.00	5,000.00		5,000.00	4,033.00	19.34%
70-5200 Fuel for Personal Vehicle Use	1,424.65	3,000.00		3,000.00	1,575.35	47.49%
70-5300 Airline and Rental Car	846.74	4,000.00		4,000.00	3,153.26	21.17%
Total 7000 Transportation	\$ 3,238.39	\$ 12,000.00		12,000.00	\$ 8,761.61	26.99%
7100 Insurance					0.00	
71-5800 Fire and Extended Coverage	41,543.00	40,000.00		40,000.00	-1,543.00	103.86%
71-5900 Vehicle Insurance	5,508.86	4,000.00		4,000.00	-1,508.86	137.72%
Total 7100 Insurance	\$ 47,051.86	\$ 44,000.00		44,000.00	\$ (3,051.86)	106.94%
7200 Utilities					0.00	
7210 Electricity	62,524.80	85,000.00		85,000.00	22,475.20	0.74
7220 Gas	11,031.46	20,000.00		20,000.00	8,968.54	0.55
7230 Water	7,167.84	7,500.00		7,500.00	332.16	0.96
7240 Waste Disposal	3,440.47	5,500.00		5,500.00	2,059.53	0.63
Total 7200 Utilities	\$ 84,164.57	\$ 118,000.00		118,000.00	\$ 33,835.43	71.33%
7300 Building Operations					0.00	
7340 Building and Furnishings-New	24,805.70	40,200.00		40,200.00	15,394.30	0.62
7350 Machinery and Equipment-New	197,902.81	218,500.00		218,500.00	20,597.19	0.91
7360 R&M-Machinery and Equipment	4,532.37	5,000.00		5,000.00	467.63	0.91
7370 R&M-Building Improvements	2,614.53	35,000.00		35,000.00	32,385.47	7.47%
Total 7300 Building Operations	\$ 229,855.41	\$ 298,700.00		298,700.00	\$ 68,844.59	76.95%
7400 Miscellaneous					0.00	
7500 Dues and Memberships	2,423.00	5,000.00		5,000.00	2,577.00	48.46%
7900 Meals and Lodging	558.73	4,000.00		4,000.00	3,441.27	13.97%

8200 Refund	838.97	1,000.00	1,000.00	161.03	83.90%
8300 Scholarship Payment	8,100.00		0.00	-8,100.00	
8400 Software	92,466.46	88,903.00	88,903.00	-3,563.46	104.01%
Total 7400 Miscellaneous	\$ 104,387.16	\$ 98,903.00	98,903.00	\$ (5,484.16)	105.54%
8500-1 All Programming	58,779.52	80,000.00	80,000.00	21,220.48	0.73
8700 Staff Development	8,365.67	16,200.00	16,200.00	7,834.33	51.64%
8750 Fundraising Expenses	1,467.23	1,000.00	1,000.00	-467.23	146.72%
8800 Books/Magazines/Video/Audio	\$ 443,829.59	\$ 520,000.00	520,000.00	\$ 76,170.41	85.35%
9500 Other Miscellaneous Expenditure		32,899.71	-23,330.00	9,569.71	0.00%
9600 Friends Expenses	1,241.41	3,000.00	3,000.00	1,758.59	41.38%
Total Expenditures	\$ 3,896,550.80	\$ 4,549,401.50	4,549,401.50	\$ 652,850.70	85.65%
Net Operating Revenue	-\$ 667,491.99	\$ 238,416.85	238,416.85	\$ 905,908.84	-279.97%

Wednesday, November 5, 2025 - Accrual Basis

**Saline County Library Board
Budget Modification Form**

Prepared by: Roxann Heath

Date: 5-Nov-2025

1)

TRANSFER FROM		CURRENT	AMOUNT	ORIGINAL BUDGET	NEW APPROPRIATION	Remaining Budget
LINE ITEM	5500 Advertising	\$3,408.26	\$ 467.23	\$ 35,000.00	\$ 34,532.77	\$2,941.03

TRANSFER TO		CURRENT	AMOUNT	ORIGINAL BUDGET	NEW APPROPRIATION	Remaining Budget
LINE ITEM	8750 Fundraising Expensese	\$ 1,467.23	\$ 467.23	\$ 1,000.00	\$ 1,467.23	0

2)

TRANSFER FROM		CURRENT	AMOUNT	ORIGINAL BUDGET	NEW APPROPRIATION	Remaining Budget
LINE ITEM	6701 Printing	\$5,534.09	\$ 1,543.00	\$ 10,000.00	\$ 8,457.00	\$3,991.09

TRANSFER TO		CURRENT	AMOUNT	ORIGINAL BUDGET	NEW APPROPRIATION	Remaining Budget
LINE ITEM	71-5800 Fire and Extended Coverage	\$ 41,543.00	\$ 1,543.00	\$ 40,000.00	\$ 41,543.00	0

3)

TRANSFER FROM		CURRENT	AMOUNT	ORIGINAL BUDGET	NEW APPROPRIATION	Remaining Budget
LINE ITEM	7340 Building & Furnishings-New	\$24,805.70	\$ 1,508.86	\$ 40,200.00	\$ 38,691.14	\$ 13,885.44

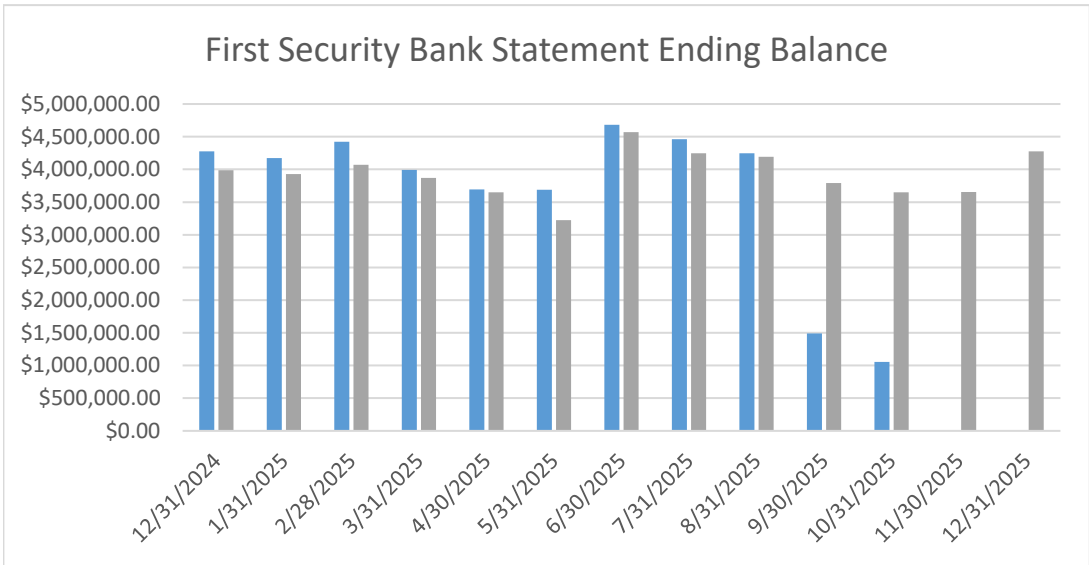
TRANSFER TO		CURRENT	AMOUNT	ORIGINAL BUDGET	NEW APPROPRIATION	Remaining Budget
LINE ITEM	71-5900 Vehichle Insurance	\$5,508.86	\$ 1,508.86	\$ 4,000.00	\$ 5,508.86	0

4)

TRANSFER FROM		CURRENT	AMOUNT	ORIGINAL BUDGET	NEW APPROPRIATION	Remaining Budget
LINE ITEM	7370 R&M Building Improvements	\$2,614.53	\$ 5,000.00	\$ 35,000.00	\$ 30,000.00	\$ 27,385.47

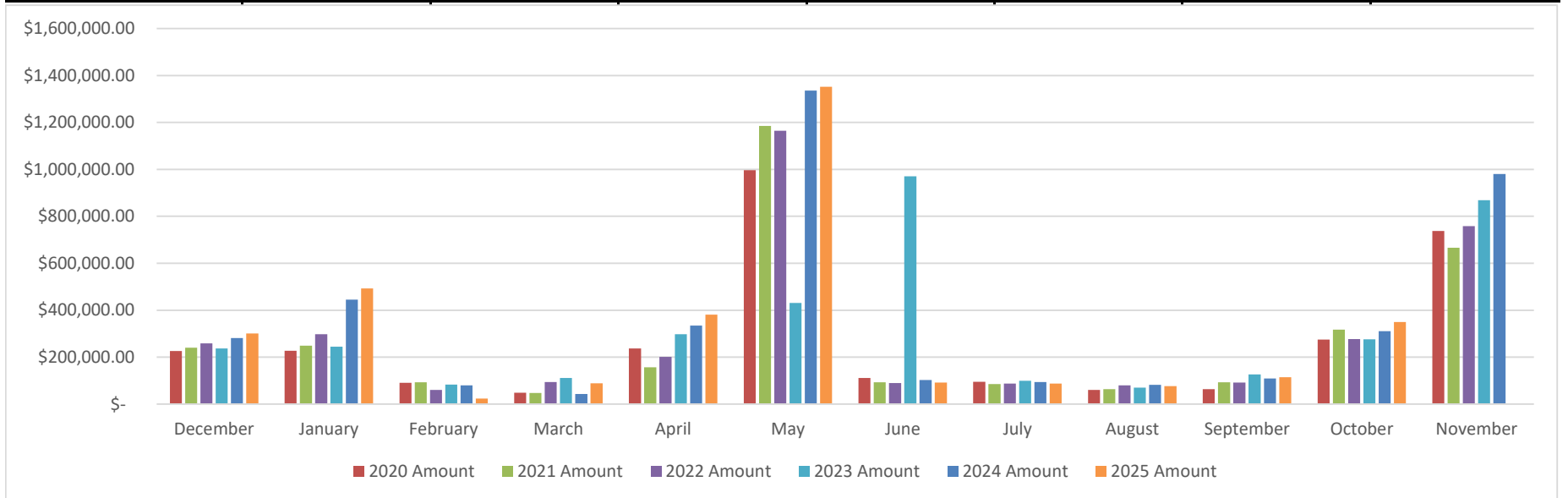
TRANSFER TO		CURRENT	AMOUNT	ORIGINAL BUDGET	NEW APPROPRIATION	Remaining Budget
LINE ITEM	8400 Software	\$92,466.46	\$ 5,000.00	\$ 88,903.00	\$ 93,903.00	\$ 1,436.54

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	\$4,462,680.31
8/31/2025	\$4,246,909.90
9/30/2025	\$1,490,717.01
10/31/2025	\$1,054,484.62
11/30/2025	
12/31/2025	



\$2,500,000 pulled on 9/12 and placed into CD.

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	\$ 87,568.42	\$ (6,476.17)
August	\$ 60,399.71	\$ 63,259.14	\$ 80,324.03	\$ 70,538.64	\$ 82,464.89	\$ 76,519.01	\$ (5,945.88)
September	\$ 63,533.38	\$ 93,021.74	\$ 91,590.17	\$ 126,267.33	\$ 109,242.37	\$ 114,696.28	\$ 5,453.91
October	\$ 275,110.88	\$ 316,655.67	\$ 277,262.72	\$ 275,584.60	\$ 310,411.13	\$ 350,116.98	\$ 39,705.85
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	\$ 3,358,905.38	\$ (839,248.88)



Library Director's Report

November 2025

East End Extended Hours

We are excited to see the hours extended in East End! The branch is serving a huge need in the community, and now they will be able to provide those services on Saturdays, which allows more accessibility for those who are not able to visit during the week. The branch will also be opening at 9:00 AM which provides an extra hour of service each day as they had been opening at 10:00 AM.

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 October of this year, this group of wonderful individuals volunteered 627.16 hours of their time to ensure the bookstore is well stocked and nicely organized. We appreciate all their hard work and dedication!

Memorial Donations

The library was honored to receive memorial donations in September and October in honor of a former library employee and a former Saline County educator.

Sue Richards passed away in September. Sue worked for the Saline County Library starting in 1978 and retiring in 2002. I did not have the honor of knowing Sue, but the stories I have heard about her and her time at the library prove what a wonderful individual she was. She was heavily involved in different crafting programs offered at the library. During construction of the current building in Benton, she suggested adding a clock tower, and the tower was added to the plans and named in her honor.

The Bryant Branch received a donation for the children's area in honor of a former educator who taught kindergarten for 37 years. She had a lifelong love of reading and frequented the Bryant Branch both during her years as a schoolteacher and in retirement.

Submitted by,
Leigh Espey
Library Director

Library Management Team Report

Human Resources

November 2025

2025 Statistics

- Headcount: 58 – 38 FT, 15 PT, 5 Seasonal
- 2025 YTD Hires: 15 – 1 FT, 7 PT, 7 Seasonal
- Recognitions:
 - 15 employees recognized with **High 5 Awards** in September and October
- Performance Management: No employees currently on PIP
- Additions since last report (Sept 8th):
 - Amanda Mesas – Assistant Director 9/15
 - Jay Henry – Seasonal 9/29
 - Rayanna Galloway – PT East End 9/29
 - Jeanie Weng – Seasonal 10/14
- Departures since last report (Sept 8th):
 - Julie Syler – System Admin (relocated)
 - TJ Thurman – Seasonal (Navy)
- Turnover:
 - 2025 YTD: 26.3%
 - 2024: 25.9%
 - 2023: 35.1%

- Staff Training: October 13th
 - Updates from Director & HR: 4.6
 - Library Processes: 4.2
 - Customer Service Training: 4.1
 - Spinach in Your Teeth – Giving Peer Feedback: 4.2
 - Overall Value of the Day: 4.2
 - Positive Comments:
 - Icebreaker was much better this time.
 - Liked trivia
 - Leigh was clear in comments to all staff.
 - Liked the exercises for situations in helping customers and patrons
 - Scenarios were great.
 - Topics were better than last time, more relatable.
- East End: Training new staff on-boarded to begin extended operating hours/Saturdays in November

Submitted by,
Tonia Breckenridge
Human Resources Manager

Library Management Team Report
Building Operations Department
November 2025

Building Operations Department

There were no significant changes or projects undertaken. The Building Operations staff addressed daily issues and tasks to the best of their ability. They continued to do their absolute best to ensure that the library was functional, safe, and clean.

Submitted by,
Rob Walton
Building Operations Manager

Library Management Team Report

Bryant Branch

November 2025

Statistics

During September, the public computers were used 578 times for 439 hours with an average of 46 minutes for each session. We had 5,608 patrons visit with a daily average of 215 visitors. We notarized 64 documents and submitted 47 passport applications. We circulated 5,436 items, which is a 22% decrease over 2024 (6,946). We created 167 new library cards.

In October, the public computers were used 534 times for 453 hours with an average of 51 minutes for each session. 5,349 patrons visited the branch with an average of 198 patrons per day. We notarized 84 documents and submitted 31 passport applications. We circulated 5,129 items which is a 27% decrease over 2024 (7,024). We created 144 new library cards.

Questions

	Reference	General	Streaming	Computer	Passport calls
September	145	185	111	192	57
October	142	130	92	149	59
<i>Total for 2025</i>	<i>1200</i>	<i>1258</i>	<i>717</i>	<i>1087</i>	<i>736</i>

Staffing Report

None currently.

Submitted by,

Susan Jacobs
Branch Manager

Library Management Team Report

East End

November 2025

East End Library

We had 1815 people visit during the month of September, an average of 87 per day, and made 114 library cards. We answered 179 questions (24 digital questions, 91 general questions, 37 reference questions and 27 questions about technology) and had 41 people use our Study Room, 171 use the Meeting Room and 113 use our CreativeSpace. We had 55 use our computer lab for 52 hours and 20 minutes, 57 minutes on average. We had 651 in attendance at our programs for the month. We completed 11 notaries.

In October, we had 2089 people visit, an average of 95 per day, and made 38 library cards. We answered 173 questions (17 digital questions, 85 general questions, 24 reference questions and 47 questions about technology) and had 66 people use our Study Room, 202 use the Meeting Room and 152 use our CreativeSpace. We had 60 use our computer lab for 52 hours and 26 minutes, 52 minutes on average. We had 865 in attendance at our programs for the month. We completed 15 notaries.

In September, we added Dara Nix to our team as a full-time staff member and Rayanna Galloway as a part-time staff member. They will be working on Saturdays at East End starting November 15 and will be assisted by seasonal staff. The community is very excited for us to be open on Saturdays and we are happy to finally be able to do so!

In October, we had the Costume Closet again for Halloween and we gave away all the costumes we received and got a couple of donations. We gave away 45 costumes this year. The last week of the month, we transformed the library into a giant board game similar to Candyland like we did last year and had 202 playthroughs, a 36% increase from last year.

November has just started but we got to participate in the annual East End Parade again, this time at a table in the vendor area and walking in the parade itself. Lydia, Dara and Rayanna saw about 275 people at the vendor area and E'Yanne and I, along with Bella and Molly from the Benton library, got to drive and walk in the parade. We must've interacted with at least 500 people. If I'm able to obtain a more accurate number, I will share that in the next report.

November also begins our Saturdays and our hours change! We will be hosting a Pokémon Party on our first Saturday and hope to have a lot of families visiting us, maybe some for the first time! Starting November 10, the library will open at 9:00 instead of 10:00 and will be open on Saturdays until 4:00. While that is happy news, we are also losing E'Yanne Whitaker as Assistant Manager on November 7. She has done many things for the library in her three plus years of working here and we're sad to see her go. Hopefully her position will be filled soon.

Submitted by,
Amanda Garrison, MLS
East End Branch Manager

Library Management Team Report

Public Relations Department

November 2025

Social Media Stats

Social Stats Sept 1 – Nov 2 (-/+ from last board report):

Facebook Reactions: 3,623 (+304)	2025 YTD: 15,740
Facebook Clicks: 13,826 (+869)	2025 YTD: 64,160
Facebook Posts: 232 (+203)	2025 YTD: 1,314
Facebook New Followers: 151 (+15)	2025 YTD: 822
Facebook Reach: 204,741 (+25,157)	2025 YTD: 1,024,748
Facebook Shares: 539 (+128)	2025 YTD: 2,312
Instagram New Followers: 41 (-22)	2025 YTD: 161
Instagram Number of Posts: 135 (+18)	2025 YTD: 503
Instagram Likes: 1,399 (+515)	2025 YTD: 3,703
Instagram Comments: 38 (+21)	2025 YTD: 87
Instagram Reach: 21,284 (+8,393)	2025 YTD: 62,062

Website Stats

Sept 1 – Nov 2

Active Users: 14k	2025 YTD: 71k
New Users: 13k	2025 YTD: 70k
Average engagement: 53s	2025 YTD: 1m 03s

Public Event Attendance and Outreach Stats

Public Event and Outreach Stats September - October

Ribbon Cuttings: 9	2025 YTD: 32
Networking Group Meetings: 19	2025 YTD: 58
Community Meetings: 9	2025 YTD: 27
Community Partner 1-on-1: 14	2025 YTD: 31
Other Outreach: 21	2025 YTD: 73
Outreach engagement: 3317	2025 YTD: 8352
New Cards: 228	2025 YTD: 569

Strategic Plan

At our Collaboration Celebration on October 2, we unveiled a theme we are testing out and working on: Saline County Library is here to enrich, engage, entertain, and enlighten so you can enjoy life. More focus groups and research are underway but not as heavy during the holiday season. We also unveiled our new mascots: Allen and Alaina Axolotl. All were received greatly at the celebration. The mascots also appeared at our Trunk or Treat.

Library Card Sign Up Month: Power of the Card!

We had 65 businesses offer discounts and 23 businesses sponsor. We saw a 10% growth in our door count average among the branches compared to last year's campaign. Our card renewals from 2024 tripled, making us think the campaign encouraged dormant users to renew their cards. Our September monthly newsletter was opened and read by 7731 people with 488 click-throughs to our website. Compared to 2024, the direct campaign links saw a 77% increase from the newsletter traffic. These stats lead us to believe that the campaign was a success and partnering with other libraries contributed to that. Our number 7 top website referral link was the Garland County Library website.

Instagram is growing!

Instagram has been thriving recently with recent short form social media videos. Of note is the Makerspace tour with Becca and Speed Tour of the Benton branch. Our patrons are hungry for hyper local content spotlighting their favorite staff and the locations they frequent, along with humorous and entertaining content that champions the library. We're gaining steam!

Battle of the Businesses

Our second annual Battle of the Businesses started on November 3rd and will wrap up on November 16th. Last year we had 11 businesses participate. This year we have 18. Last year, we collected 2,800 items and we are hoping to collect more this year. This food drive is to help stock our food pantries at each library branch through the winter and spring months until our next food drive in April.

Submitted by,

Kari Lapp
Public Relations Manager

Library Management Team Report Adult Services Department November 2025

The Adult Services team has grown by one part-time position and one whole collection. The Saline County Library's Special Collections Assistant, Cody Berry has joined the Adult Services team bringing with him a wealth of local history knowledge and a great collection of archival materials. We look forward to a strong working relationship aimed at increasing visibility of the Gann Museum collections and local knowledge of Saline County's history.

Community-focused Programming

We held a pet adoption at the Benton branch on November 1st partnering with Benton Animal Control. Many pats and head scratches were given. Two lucky dogs found their forever homes.

We have installed our second Nomad collection at Good Shepherd Nursing and Rehabilitation and will begin testing for health effects of the program. We will hopefully have some initial results to look at by Spring of 2026. For now, the Nomad collection will be held at just 2 locations until we have all the bugs worked out of our system. I would like to give a special thank you to Joel Beck for helping so much with getting this project up and running at each location.

Creation-focused Programming

Our annual Pumpkin Decorating Contest was a great success. We had 60 submissions and 1225 votes.

We've had an increase in October visitors to the Open Make Hours at both Bryant and Benton compared to last year.

- Bryant is up 88% from 9 visitors in 2024 to 75 visitors in 2025.
- Benton is up 23% from 316 visitors in 2024 to 411 visitors in 2025.

Becca Griffin and Anna Bivens deserve a hearty round of applause for all of their hard work in the Makerspaces.

Gann Museum and Special Collections

The Saline County Library is partnering with a team from Benton High School's EAST class to create a 360-degree walk-through of the Gann Museum that will be added to the Library's website as soon as it is ready.

Saline County Museum Day on September 13th saw 62 people visit the Gann.

Cody is currently working to create a new exhibit focusing on the 150th anniversary of *The Benton/Saline Courier* that will debut in 2026.

Gardening-focused Programming

The Seed Library is closed for winter. We gave out 3,147 seed packets over our 2025 season.

Joel Beck has been accepted into the Diamond Lakes Arkansas Master Naturalists and Anna Bivens has been accepted into the Central Arkansas Master Naturalists. Over the next year they will study and work toward understanding the natural habitats within each region and how best to support the flora and fauna around us. The expertise they gain will support future gardening-based programming efforts and will give our patrons easy access to a certified Master Naturalist.

Reading-focused Programming

The Fall Reading Challenge is half over and will finish on November 30, 2025.

Statistics

	September	October
Staff-Led	199	314
Makerspace Benton	315	411
Makerspace Bryant	59	75
Presenter	122	116
Seed Library	165	9
Gann Museum Visits		

Submitted by,
Laura Austin
Adult Services Manager

Library Management Team Report
Public Services Department
November 2025

Staffing & Updates

We've been doing a lot better with our customer service since our in-service day in October. The Public Services department has been greeting patrons as they enter the building and as they leave the building. For our next stint, we are going to continue to focus on staff safety, and we will be working on workroom cleanliness as well as etiquette for staff safety.

Statistics

In September, computers were used 775 times for 594 hours and 58 minutes, 1455 questions were asked, and 12,249 patrons visited. We had 299 new library cards. In passive programming, we had 454 interactions!

In October, computers were used 709 times for 583 hours and 14 minutes, 1309 questions were asked, and 12,904 patrons visited. We had 247 new library cards. In passive programming, we had 213 interactions!

Submitted by,

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

Madison Oden
Public Services Manager

Library Management Team Report

Youth Services

November 2025

Trunk or Treat

On October 24, our department (along with Public Relations, Adult Services, Tonia Breckenridge, Leigh Espey, and several local businesses) put on a trunk or treat in Benton. Kari Lapp was able to get hot dogs & buns donated for us as well. The event was moved inside due to rain, but that did not stop our patrons. 494 people came to trick or treat and play games with us. The parking lot was overflowing, and everyone had a great time.

Programs & Outreach

In September and October, members of the youth services department saw over 1,800 kids at outreach visits and events. During this time, we had over 2100 people attend storytimes, and 646 at homeschool programs. Our afterschool programs have also been very well attended. We had almost 1300 kids attend programs after school. This year we gave out almost 700 Halloween costumes.

Saline Reads

In October, the Youth Services department put together the first community-wide reading program. Jordan Sandlin suggested the project a couple of years ago and worked tirelessly to make it happen. Jordan reached out to all of the local school media specialists to get their involvement and was the point person for all the communication with the publisher and author. We worked with Public Relations to come up with the name Saline Reads. Public Relations also did an amazing job helping us promote the event. We chose *A Rover's Story* by Jasmine Warga as our first book. We hoped this book would appeal to a wide range of people from young children to adults. The publisher allowed us to record and post videos of us reading the book. The Youth Services librarians, Leigh Espey, Kari Lapp, and Becca Griffin each read a section or two of the book for these recordings. The videos were posted to YouTube and promoted on the library social media outlets. Laura Martin did an amazing job editing all the videos and correcting the audio issues we had. The Faulkner County Library partnered with us to have a virtual visit with Jasmine Warga on October 29. We had 40 people in our libraries who attended the event. The Faulkner County Library had a great turnout & good participation as well. The Bethel Middle School in Bryant and Benton Middle School media specialists were very excited to participate in this program with us. The visit was recorded and made available to any school groups who were not able to participate live.

Submitted by,
Wendy Christy
Youth Services Manager



*Circulation reports for
September - October*

Category	2024	2025
Adult Collections	14,452	13,476
Books	14,031	13,169
Audiobooks	421	280
Children's Collections	15,059	14,261
Books	13,734	12,931
Audiobooks	1,325	1,330
Juvenile Collections	10,038	10,648
Books	9,932	10,497
Audiobooks	106	151
Teen Collections	2,667	2,976
Books	2,632	2,941
Audiobooks	35	35
New Adult Collections	580	587
Books	571	585
Audiobooks	9	2
Videogames	1,113	1,232
Library of Things	654	609



*Circulation reports for
September - October*

Category	2024	2025
Video	9,127	8,320
Adult DVD	4,127	4,124
Adult Blu-ray	401	241
Adult TV	1,941	1,315
Children's DVD	2,510	2,431
Children's Blu-ray	148	209
Physical Resources Total	53,690	52,082
E-Resources	42,371	46,241
Libby e-Books	15,715	14,548
Libby e-Audiobooks	13,644	15,428
Libby e-Magazines	2,405	2,932
Hoopla	9,688	12,339
Kanopy	919	994
Grand Total	96,061	98,323

10 November 2025

Resolution for First Security Bank Check Signers

At the Saline County Library Board of Trustees meeting on 10 November 2025,
the Board of Trustees approved check signing privileges for the following staff:

Leigh Espey, Library Director

Tonia Breckenridge, HR Manager

Roxann Heath, Financial Coordinator

Amanda Mesas, Assistant Library Director

Signed,

Allison Nolley

Chair,

Saline County Library Board of
Trustees

Signed,

Matt Brumley

Saline County Judge