



Board of Trustees
August 18, 2025 4 pm
MINUTES
Regular Meeting –Walker Room

Trustees present: S. Overbey, S. Rodgers, A. Wilbourn, B. Park, R. Qualls, C. Davis
Staff: D. Johnson, W. Fitzgibbon, C. Moody, T. Ball, S. Palmer, P. Burchett, S. McClure, H. Robideaux, J. Askins, A. Easley, G. Allen, S. Herrera, C. Henry, N. Burgess, K. Rolf, J. Curry, T. Dennis, R. Graves, A. Crabtree, G. Clay, V. McMullin, K. Eaton, B. Lee, K. Tolman – Razo, J. Harris, J. Porras, A. Girkin, A. Taylor
Legal: P. Elmore
Press: G. Hurt
Public: B. Hollander, M. Terry, M. Rice, M. Scharfenberg, E. Levi, J. Zawislak, B. Carter, M. Karcsis

Our mission is to strengthen our community and empower our citizens through free and public access to knowledge.

- I. Call to Order: S. Overbey called the meeting to order at 4:00PM
- II. Roll Call
- III. Minutes - Approval of minutes from June 16, 2025: **B. Park moved to approve the minutes from June 16, 2025. R. Qualls seconded the motion. All voted AYE.**
- IV. Reports
 - A. Key Upcoming Events: Fall events include the third annual Maker Faire NWA on September 6; Grandparent Day Interview on September 7; Storytimes at Gulley Park and Wilson Park; Mani Day Celebration on September 27, and FPL's True Lit festival on October 11-17.
 - B. Mission Moment: A. Easley, Kitchen Programming Coordinator, gave a presentation about FPL's culinary programs, including ServSafe Food Protection certifications and community classes for all ages.
 - C. Library Administration
 1. Management Reports
 - a. Performance Measures: YTD circulation and cardholders are ahead of 2024's numbers. The CFI decreased the number of classes offered to focus on quality. There are over 400 volunteers at the library. High visit numbers can be attributed to a better door count system.



- i. New staff & recognition: 2 new Building Services Workers in Facilities, 1 Event Assistant, 2 Youth & Teen generalists, and one individual was promoted to the Development Coordinator role.
 - j. Recent feedback: Highlighted a nice note and email about the library.
 - D. Fayetteville Public Library Foundation monthly report: Acquired two more sponsors for NWA Maker Faire. A Mahjong fundraiser on September 25 will benefit the Foundation and the annual allergen-free event Bè(A)ware will take place at the end of October. A grant application was submitted to the National Endowment of the Arts for future True Lit funding. C. Karnatz left the Foundation on August 13.
 - E. Friends of the Fayetteville Public Library: The Outreach program frequents locations such as Arkansas Children's Hospital, Springwood Behavioral Health, and Hillcrest Towers. FPL submitted a funding proposal to Friends for a mobile kitchen teaching cart, which would fit inside the Bookmobile.
 - V. New business
 - A. Consent items
 - 1. Approve 2026 Closed Days: Two additions have been made to the slate of closed days: January 2 and July 3. **R. Qualls moved to approve the 2026 Closed Days. A. Wilbourn seconded the motion. All voted AYE.**
 - 2. New Foundation Board Directors: **A. Wilbourn moved to accept the recommendation of the new Foundation Board Directors as presented. R. Qualls seconded the motion. All voted AYE.**
 - B. Discussion items
 - 1. Bees: E. Levi and J. Zawislak gave a presentation about bees. They emphasized the importance of bees in food, health, and in the natural world. They showed a fireless smoker, which has a battery and uses chemicals. The Facilities department developed a checklist for additional safety protocols. Insurance premiums for the building would not increase if the bees returned. **A. Wilbourn made a motion to bring the bees back. C. Davis seconded the motion. All voted AYE.**
 - VI. Public Comment: None
- Adjournment: **R. Qualls motioned to adjourn the meeting. B. Park seconded the motion. All voted AYE.** The meeting adjourned at 5:11 PM



Key Upcoming Events

Be(A)ware Allergy-Friendly Halloween Extravaganza

Saturday, October 25, 10am – 12pm (drop-in)

Kids are invited to visit allergy-friendly trick-or-treat stations, enjoy bounce houses, meet characters and more! This event is presented by NWA Daily, Bank of Fayetteville, and Dempsey Bakery.

CFI Family: Laser Engraved Pumpkins

Sunday, October 26, 1:30–4:30pm

Wednesday, October 29, 5–7:45pm

Thursday, October 30, 5–7:45pm

Make an appointment to laser engrave a pumpkin with the help of our CFI staff and volunteers!

Burning Through the Basics

Monday, November 3 & 10, 1pm

Wednesday, November 5 & 12, 1pm

Get hands-on culinary training, develop professional skills, and earn your ServSafe® Food Handler certification in this four-part series. Registration and attendance at all four sessions are required for this course.

Mountain Street Stage: Western Swing RULES Band

Sunday, November 16, 2pm

This family-friendly performance combines live music with stories and a visual presentation of the many Arkansans who helped shape and propel Western Swing to popularity.

In Conversation with Dave Eggers

Tuesday, November 18, 7pm

Join the bestselling author of *What is the What*, *The Eyes and the Impossible*, and *The Circle* for a moderated conversation with KUAF's Kyle Kellams. This event is free, but tickets are required.

Hot Cocoa on the Plaza

Friday, November 21, 5:30–6:30pm (drop-in)

Grab a free cup of hot cocoa on your way to the Lights of the Ozarks lighting ceremony!

Diné Woven Tapestries with the Museum of Native American History

Saturday, November 22, 10am

Learn about Diné textiles and the symbolism and stories woven within. These stunning works of art reflect the deep tradition, symbolism, and cultural legacy of Navajo weaving.

Give the Gift of Reading – Friends' Book Sale

Saturday, November 29, 9am – 3:30pm

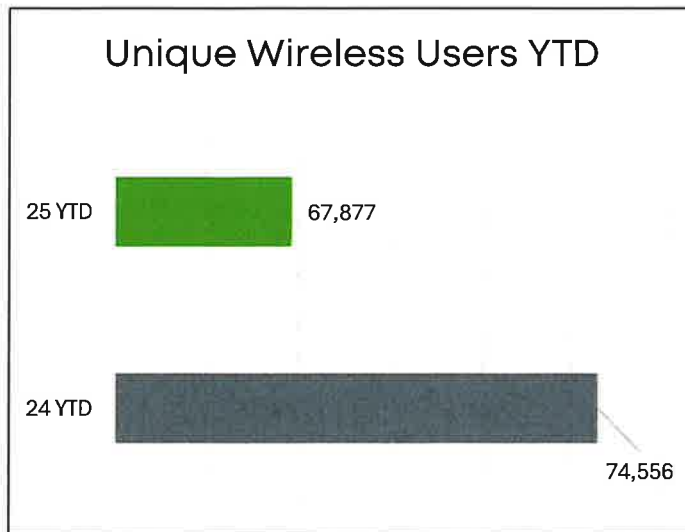
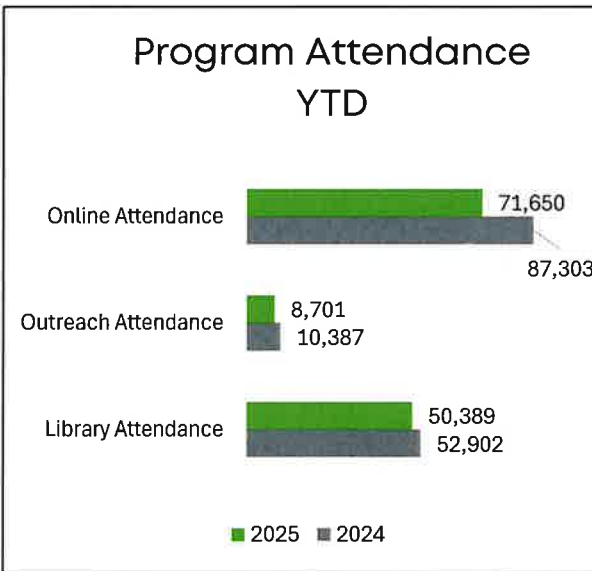
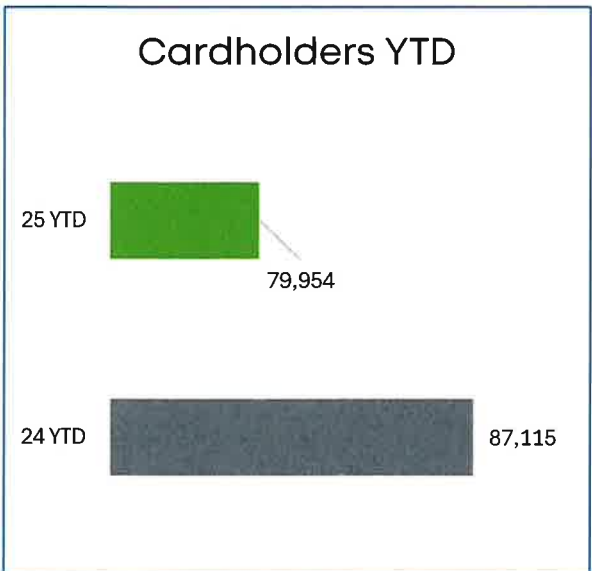
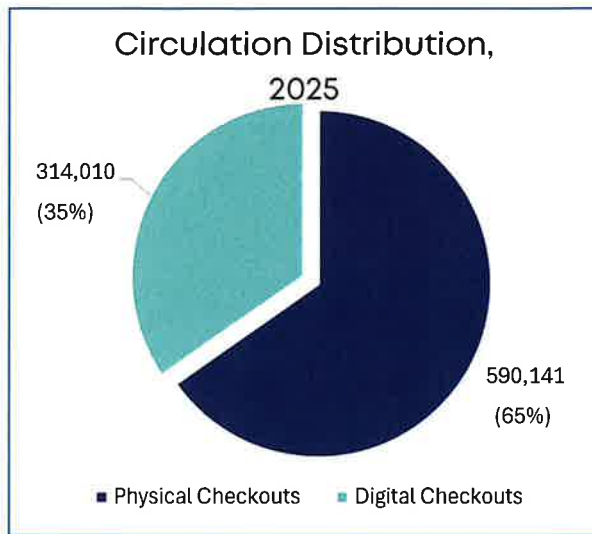
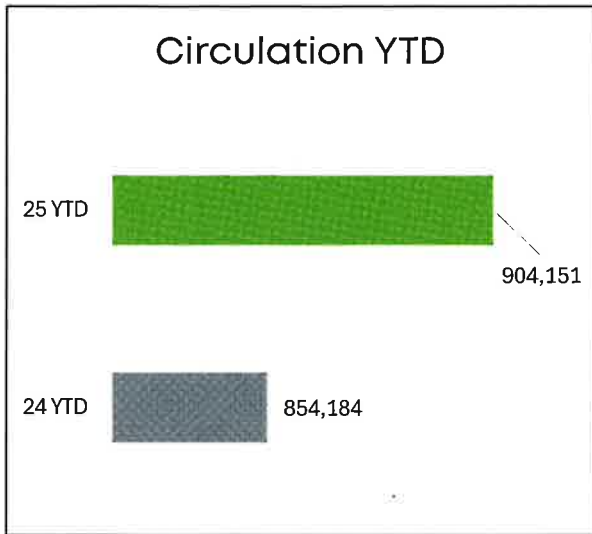
Shop a selection of premium and gift-wrapped books including fiction, cookbooks, art, history, children's books, and more. All items are priced as marked, and proceeds support library programs and services!



FPL Performance Report: September 2025

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	25 YTD	24 YTD	CHANGE
Circulation	98,124	90,759	99,901	94,714	96,941	106,702	114,089	106,100	96,821	0	0	0	904,151	854,184	5.85%
Physical Checkouts	62,354	59,298	65,686	61,820	61,357	71,494	76,920	69,778	61,434	0	0	0	590,141	587,596	0.43%
Digital Checkouts	35,770	31,461	34,215	32,894	35,584	35,208	37,169	36,322	35,387	0	0	0	314,010	266,588	17.79%
Reference Queries	4,911	4,100	4,409	4,770	4,560	6,244	6,341	5,149	4,031	0	0	0	44,515	59,370	-25.02%
Total Collection Size	357,391	357,419	358,210	358,895	360,402	361,003	360,794	360,169	360,799	0	0	0	360,799	354,396	1.81%
Physical Collection	281,911	282,110	282,484	282,797	283,865	284,294	283,977	283,136	283,786	0	0	0	283,786	279,819	1.42%
Digital Collection	75,480	75,309	75,726	76,098	76,537	76,709	76,817	77,033	77,013	0	0	0	77,013	74,577	3.27%
Total Items Added	2,478	2,953	3,701	3,169	2,248	3,898	2,107	3,602	2,519	0	0	0	26,675	16,207	64.59%
New Card Registrations	1,166	888	922	809	913	1,013	1,080	1,144	893	0	0	0	8,828	9,897	-10.80%
Cardholders	90,492	91,238	89,018	89,429	90,370	89,264	88,864	89,455	79,954	0	0	0	79,954	87,115	-8.22%
Visits	36,955	38,421	43,436	45,726	46,960	45,503	46,379	44,761	47,585	0	0	0	395,726	307,741	28.59%
Library Programs	152	146	177	155	112	158	153	99	133	0	0	0	1,285	1,876	-31.50%
Library Attendance	3,354	3,796	5,763	5,292	3,503	9,809	7,922	3,913	7,037	0	0	0	50,389	52,902	-4.75%
Outreach Attendance	383	365	736	2,108	876	2,079	244	1,550	360	0	0	0	8,701	10,387	-16.23%
Online Views	5,850	4,954	6,702	7,948	11,263	10,998	7,753	6,996	9,186	0	0	0	71,650	87,303	-17.93%
Meeting Room Usage	136	135	189	101	127	134	127	124	154	0	0	0	1,227	1,523	-19.44%
Study Room Usage	987	1,112	1,121	1,235	1,043	1,064	1,134	1,117	1,226	0	0	0	10,039	8,593	16.83%
Event Center Usage	6	10	20	17	9	26	13	7	17	0	0	0	125	175	-28.57%
Teaching Kitchen Usage	20	30	28	34	14	8	8	19	30	0	0	0	191	242	-21.07%
CFI Room/Suite Usage	443	428	515	466	457	453	594	568	490	0	0	0	4,414	4,428	-0.32%
Volunteers	340	353	348	361	386	393	408	410	409	0	0	0	409	325	25.85%
Volunteer Hours	1,261	1,085	1,449	1,328	1,458	1,465	1,449	1,393	1,365	0	0	0	12,253	9,736	25.85%
Computer Sessions	2,346	1,983	2,523	2,395	2,290	2,624	3,229	3,017	2,758	0	0	0	23,165	23,547	-1.62%
Holds Filled	4,466	3,983	4,154	4,143	4,264	4,497	4,978	4,776	4,896	0	0	0	40,157	33,800	18.81%
eFPL Usage	53,429	49,975	46,563	43,251	43,924	45,040	43,798	47,887	46,143	0	0	0	420,010	369,003	13.82%
Bandwidth Consumed	6,730	7,090	8,630	9,070	8,490	7,420	8,780	9,410	10,000	0	0	0	75,620	104,040	-27.32%
Unique Users	7,214	8,454	8,593	8,775	8,208	5,553	6,180	7,129	7,771	0	0	0	67,877	74,556	-8.96%

YTD Key Performance Measures





Strategic Plan Progress Report
August – September 2025

Purpose: We inspire imagination and foster learning.

- I. Programs & Services:** We offer inspiring and relevant programs and services that engage the community's curiosity, provide opportunities for education and self-improvement, and serve as the gateway to the library by addressing the diverse needs and interests of our community.
- a. Programs
- i. Welcomed authors K. Thompson, C. Cottingham, D. Bartlette, C. Stately and T. Brorby in addition to artist L. Keer and photographer D. House. Informational talks “Insights from Psychological Science,” “Borderless Sound - Latin American Composers & the World Stage” and “The Gut & Brain Connection” were held for adult audiences.
 - ii. Continued to host five monthly book clubs for adults.
 - iii. Offered mindfulness and movement classes, including: “Indian Folk Dance Workshop featuring Gondhal,” monthly “Move Breathe Restore” and “VariYoga Zen with Jen,” weekly “Yoga @ FPL,” “Mindfulness Meditation” and “Yoga Flow with Trailside Graduates.” A month-long “Bollywood Dance Class for Adults” was also offered.
 - iv. Taught new skills to adults through programs such as “Understanding Diabetes,” “Passports 101,” “Accessibility in Art - Adaptive Tool Showcase,” “Creating a Natural Garden, Understanding Grief,” “Introduction to Knitting, Slips, Trips & Falls,” “Fall Gardening,” “Conquer the Kitchen: Homemade Ricotta,” “Basic Sewing – Drawstring Bag,” “Estate Planning 101 Seminar,” “Sewing Class: Pencil Case” and “Conquer the Kitchen: Churros.”
 - v. Provided workforce development for food service workers through “ServSafe® Food Protection Manager Certification,” “ServSafe® Alcohol Certification,” and “Burning Through the Basics.”
 - vi. Hosted ESL for Beginner, Intermediate & Advanced Levels at the library six times a week through a partnership with Fayetteville Adult Education. Additionally, staff partnered with the Marshallese Educational Initiative for 2025’s “Manit Day Celebration.”
 - vii. Genealogy programs include Grandparents' Day Interviews with Arkansas Folk and Traditional Arts at the University of Arkansas, “Intermediate Genealogy,” “Break Down Genealogy Brick Walls,” “Introduction to Online Genealogy Resources,” and “Survey Magic.”
 - viii. Concluded August story times with popsicles on the Gathering Glade for all Toddler and Preschool Story times. A programming break was taken and 6 story times per week resumed in September.
 - ix. Held “Blast off to Kindergarten” before school started with 54 in attendance.
 - x. Super Saturday programs included: “Alan Burdick,” “Dino O’Dell,” “Lego free play,” “Rooted Movement Collective,” “Story time with Angelle Gandy.” Total attendance across these programs was 424.
 - xi. Events in the Fun Friday program for preschoolers focused on art, sensory play, music, and movement.

- xii. Provided Grade School events, including “End of Summer Glow party,” “Kids Comic Club,” story time with the University of Arkansas Collar Scholars, “Reading Dragon Egg and Dragon Painting” in the CFI, and “Rock Painting.” Total attendance across these programs was 147.
 - xiii. Hosted two ticket giveaways: “Fam Jam” at the Jones Center and SoNA’s “Jurassic Park” film symphony performance.
 - xiv. Led several Teen programs, including: a multi-week D&D campaign, “Teen Cuisine” in August and in September with a focus on Hispanic Heritage Month, multi-week “Wordplay Writer’s Club,” “Teen Math,” and “Boundless Book Society.”
 - b. Services
 - i. Provided 826 notarizations to the public through the end of August this year.
 - II. **Collections:** We will build and support collections that inspire the community with the resources they need to explore topics of personal interest and continue to learn throughout their lives.
 - a. Satisfy your curiosity
 - i. Divided Virginia, North Carolina, South Carolina, and Tennessee genealogy books by counties. Previously, only Arkansas was divided by counties. Received positive feedback from patrons on how easy it is to find books this way.
 - ii. Weeded 80 duplicate genealogy journals, creating space for incoming materials.
 - III. **Access:** We will build and expand the ease and convenience of the library experience through virtual and physical reach to all in the community, reflecting the FPL welcoming, convening and destination culture.
 - a. Outreach partnerships
 - i. Provided inaugural bookmobile stops to Nantucket Senior Apartments and Grand Village at Clear Creek Senior Living. The reception had 35 interactions and 15 checkouts.
 - ii. Tabled at Walmart’s “Welcome to NWA” event for new families at the Momentary, with 160 interactions and 50 library cards issued. Digital services and Center for Innovation offerings were highlighted.
 - iii. Served the community through 20 bookmobile stops, adding two new locations to our monthly schedule. Staff interacted with 1,910 people, issued 229 new cards, renewed 8 accounts, checked out 147 items, and had 120 returns.
 - iv. Attended Washington County Education Expo, interacting with 374 educators and issuing 2 library cards.
 - v. Supported “Back-to-School Bash,” with 203 interactions, 5 library cards issued, and 2 renewals.
 - vi. Returned for fall “Card-A-Thon” at the UA, in partnership with Mullins Library. Completed 300 interactions, 106 physical cards, 85 online card registrations, and 2 renewals.
 - vii. Hosted “A-Week Scavenger Hunt” at FPL for incoming UA freshmen.
 - viii. Participated in “Razorbash” on UA campus with 415 interactions, 53 library cards, and 19 online registrations.
 - ix. Participated in “FHS Open House” with 61 interactions, 4 cards issued, and 1 renewal.
 - x. Installed fall StoryWalk *Senorita Mariposa* at Gulley Park.
 - xi. Met with and confirmed Leverett Elementary as new Books and Bites programming location for fall 2026 and beyond.
 - xii. Provided tours for Magdalene Serenity House residents and Springdale Career Advisory high school students.

- IV. **People:** We create and maintain a culture of excellence by supporting and inspiring our staff, boards, and volunteers.
 - a. Staff
 - i. R. Abiti hired as part-time volunteer assistant in Community Engagement.
 - ii. S. Ruiz promoted from outreach assistant to outreach coordinator in Community Engagement.
 - iii. C. Boland and L. Frieden attended Mid-America Folklorist Gathering.
 - iv. A. Taylor passed the examination for the Professional Administrative Certification of Excellence at the Administrative Professionals Conference in Seattle.
 - b. Boards
 - i. Received donated funds from Friends of FPL to purchase a mobile teaching kitchen for the library to expand kitchen programming options.
- V. **Facility:** Our consumer-friendly, sustainable facility will be safe, accessible, clean and support the requirements for quality programs, services, and collections.
 - a. Maintenance
 - i. Replaced lightbulbs on Levels 300 & 400.
 - ii. Arranged art on Level 00 for inspection.
 - iii. Removed public art on Level 200 bridge.
 - iv. Facilitated landscape work on South School Ave.
 - v. Administered cement repairs on the Gathering Glade.
 - vi. Adjusted the watering schedule on the Green Roof.
 - b. Safety/Security
 - i. Attended security training in Chicago.
 - ii. Updated security doors on Level 200 staff doors.
 - iii. Modified security cameras with AI.
 - iv. Improved building alarm system with added AI.
- VI. **Communication:** We maximize ongoing communication to increase awareness of the library and understanding of its value and impact on the community.
 - a. Marketing plan
 - i. Finalized new Welcome email that is sent to new patrons.
 - ii. Scheduled commercial photography for Maker Faire.
 - b. Public awareness campaign
 - i. Ran "From Maker to Market" banner ads on KNWA.
 - ii. Provided content for August and September "Off the Shelf" segments on Good Day NWA.
 - iii. Supplied information to an NWA Daily article about "Maker Faire."
 - iv. Issued a Citiscapes ad promoting True Lit.
 - c. Operationalize brand
 - i. Installed new signage on remote book drops for easier visibility and consistency.
 - d. Public relations
 - i. Coordinated KUAF interviews to promote "Maker Faire" and "From Maker to Market."
 - ii. Arranged KUAF interview to promote "An Afternoon with Photographer Don House" event.
 - iii. Coordinated 5 News interview about the returning bees at their request.
 - iv. Attended a KUAF interview for "Borderless Sound" event.
 - e. Website

- i. Added notifications to the Online Learning & Research page to let patrons know of databases that will no longer be available in 2026.
- ii. Added Director and Manager emails to website.
- iii. Edited I-card page for easier patron use.
- iv. Updated the Accessibility Statement to all events on web calendar.

Fayetteville Public Library
 FY 2025 Monthly Financial Update – through September 30, 2025
 (Preliminary: Subject to Audit)

This is a summary report focused primarily on unrestricted activity within Fund 10 (Library Operations) and Fund 85 (Events) through September 30, 2025.

Budget Threshold: The percentage of revenue recognized, and budget spent should be approximately 75%.

Library Operations (Fund 10) Revenue (Unrestricted):

- Revenue recognized in September: \$316,073
- Total revenue YTD: \$5,334,227; above budget by ~\$224k (4%), excluding Use of Reserves budgeted
 - Primary Driver: Unbudgeted insurance proceeds totaling ~\$317k
- Adjusted revenue (excluding insurance proceeds & use of reserves):
 - \$5,017,159 recognized YTD; below budget by ~\$93k (1%)

Chart 1: Chart reflects actual revenue recognized compared to year-to-date budget.

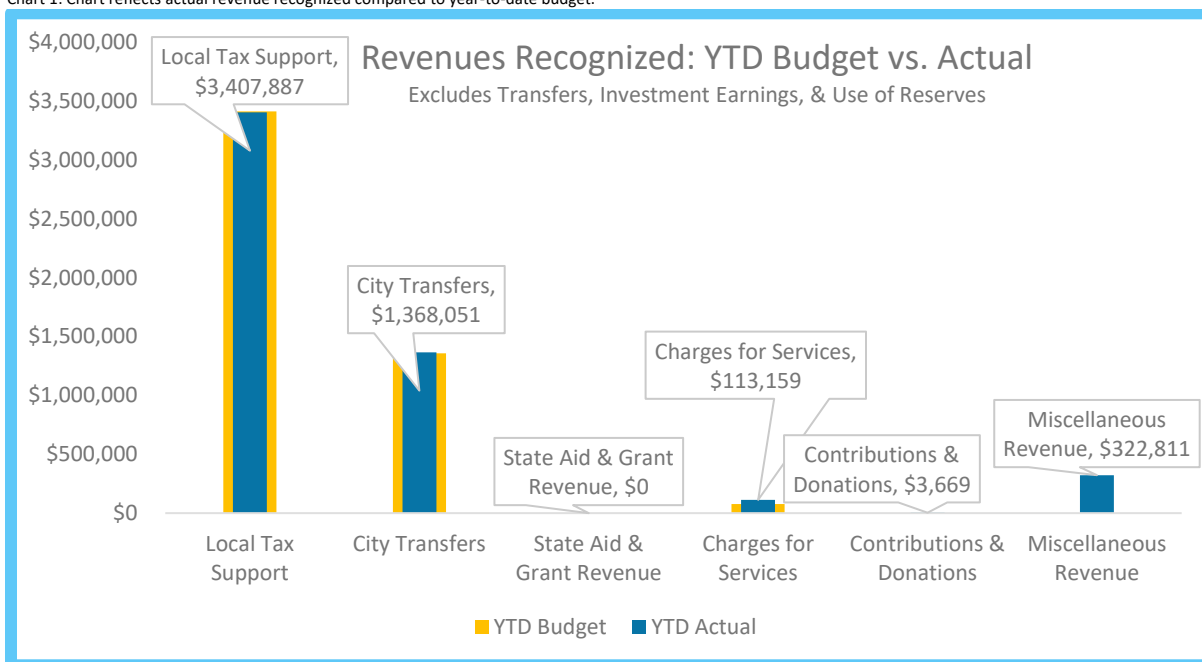
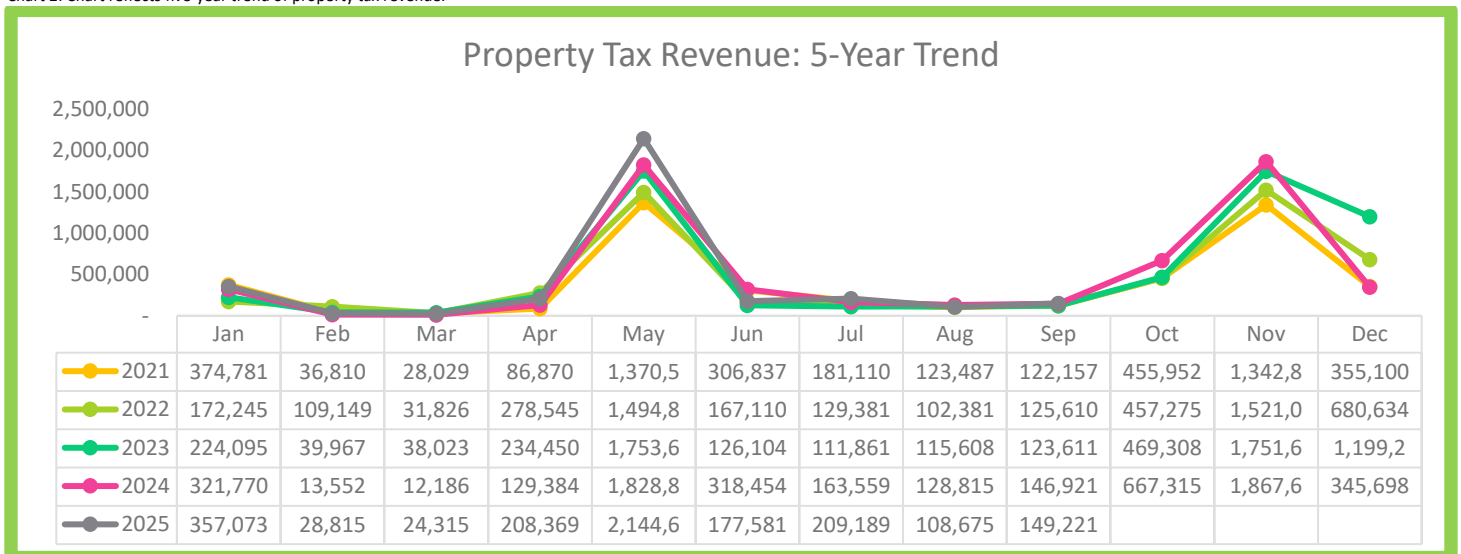


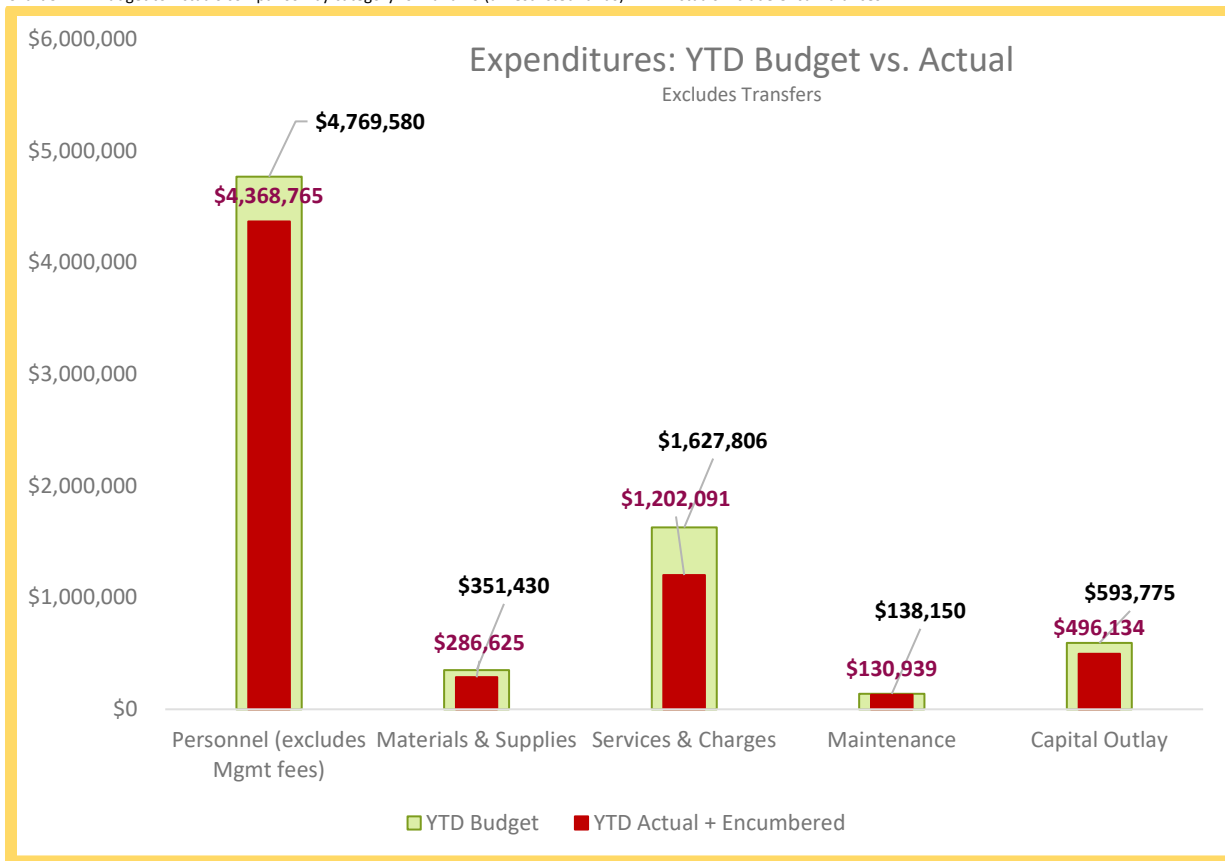
Chart 2: Chart reflects five-year trend of property tax revenue.



Library Operations (Fund 10) Expenditures (Unrestricted):

- Expenditures recognized in September: \$659,582
- Total expenditures YTD, including encumbrances: \$6,484,553, below budget by ~\$1.5m (19%)
- Primary drivers of lower spending:
 - Personnel costs below budget ~\$401k, due to salary contingency budget being front-loaded early in the year, while actuals will increase as the year progresses due to timing of COLA & merit increases
 - Services & charges below budget ~\$457k due to lower-than-anticipated spending in programming services, training & development, travel, building insurance, operating contingency, and contract services
 - Planned transfers to the IT and Facilities reserves (~\$506k) have not yet occurred
 - Spending is expected to catch up as the year progresses

Chart 3: YTD Budget to Actuals comparison by category for Fund 10 (unrestricted funds). YTD Actuals include encumbrances.



Events (Fund 85) Summary:

Events Performance, through September 30, 2025:

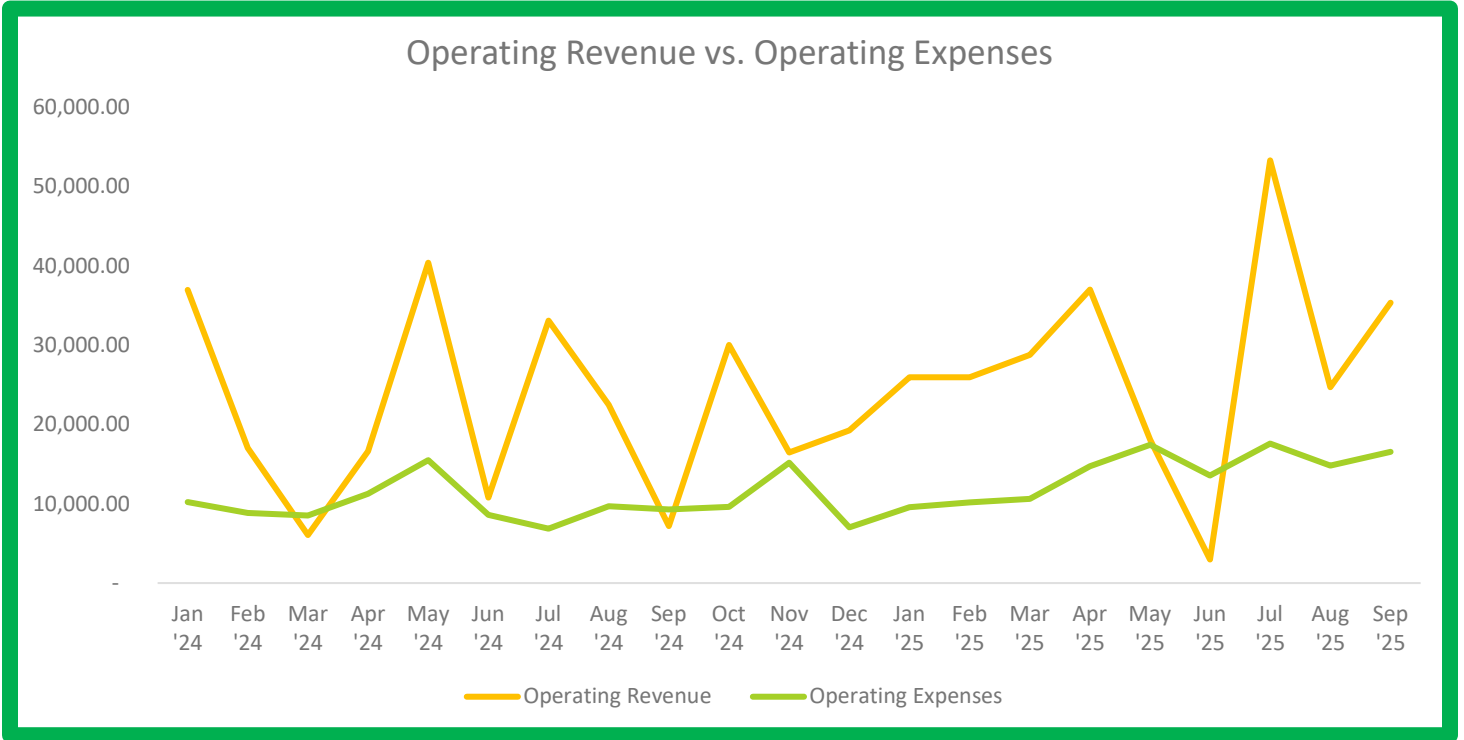
Month Over Month Comparison:

- ✓ Net sales total \$35,351, an increase of 43% from August
- ✓ Operating expenses total \$16,572, an increase of 12% from August
- ✓ Net operating income of \$18,779, an increase of 90% from August

Year Over Year Comparison:

- ✓ YTD net sales total \$252,228, an increase of \$61,524 or 32% compared to last year's YTD net sales
- ✓ YTD operating expenses total \$125,090, an increase of \$36,262 or 41% compared to last year's YTD operating expenses
- ✓ YTD net operating income of \$127,138, an increase of \$25,262 or 25% compared to last year's YTD net operating income

Chart 4: Events operating revenue and expenses, which do not include interest, transfers, capital outlay, or depreciation.



Library Operations
Fayetteville Public Library
 Budget to Actual (Unrestricted)
 As of September 30, 2025

Preliminary: Subject to Audit

	Year Ending 12/31/2025			Year To Date 09/30/2025	Period Ending 09/30/2025	Month Ending 09/30/2025	09/30/2025	ANNUAL BUDGET	
	Adopted Budget	IN-YEAR BUDGET ADJ	Amended Budget	YTD Budget	YTD ACTUAL	ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% Used/Rec'd
Revenue									
Local Tax Support									
4882 - Ext. Transfer from City - Property Tax Rev.	6,426,559.00	0.00	6,426,559.00	3,415,837.00	3,407,887.02	149,221.42	0.00	3,018,672	53.0 %
Local Tax Support	<u>6,426,559.00</u>	<u>0.00</u>	<u>6,426,559.00</u>	<u>3,415,837.00</u>	<u>3,407,887.02</u>	<u>149,221.42</u>	<u>0.00</u>	<u>3,018,672</u>	<u>53.0 %</u>
City of Fayetteville Transfers									
4880 - Ext. Transfer from City - Operations	1,812,401.00	0.00	1,812,401.00	1,359,299.00	1,368,050.75	148,116.75	0.00	444,350	75.5 %
City of Fayetteville Transfers	<u>1,812,401.00</u>	<u>0.00</u>	<u>1,812,401.00</u>	<u>1,359,299.00</u>	<u>1,368,050.75</u>	<u>148,116.75</u>	<u>0.00</u>	<u>444,350</u>	<u>75.5 %</u>
State Aid & Grant Revenue									
4010 - State Library Turnback	169,112.00	(169,112.00)	0.00	0.00	0.00	0.00	0.00	0	0.0 %
State Aid & Grant Revenue	<u>169,112.00</u>	<u>(169,112.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>	<u>0.0 %</u>
Charges for Services									
4202 - Rental Income	34,700.00	0.00	34,700.00	27,228.00	0.00	0.00	0.00	34,700	0.0 %
4203 - Nontaxable Rental Fees	0.00	0.00	0.00	0.00	48,915.00	5,400.00	0.00	(48,915)	0.0 %
4205 - Copier & Printer Income	4,150.00	0.00	4,150.00	3,172.00	4,738.03	514.65	0.00	(588)	114.2 %
4220 - Merchandise Sales	800.00	0.00	800.00	662.00	825.00	126.50	0.00	(25)	103.1 %
4240 - Discounts	0.00	0.00	0.00	0.00	(2,800.00)	(175.00)	0.00	2,800	0.0 %
4302 - Fees	71,970.00	0.00	71,970.00	47,356.00	61,494.31	7,189.13	0.00	10,476	85.4 %
4995 - Cash Over and Short	0.00	0.00	0.00	0.00	(13.72)	7.90	0.00	14	0.0 %
Charges for Services	<u>111,620.00</u>	<u>0.00</u>	<u>111,620.00</u>	<u>78,418.00</u>	<u>113,158.62</u>	<u>13,063.18</u>	<u>0.00</u>	<u>(1,539)</u>	<u>101.4 %</u>
Contributions & Donations									
4110 - In-Kind Contributions	0.00	0.00	0.00	0.00	2,765.00	1,265.00	0.00	(2,765)	0.0 %
4650 - Contributions - Undesignated	0.00	0.00	0.00	0.00	903.74	200.99	0.00	(904)	0.0 %
Contributions & Donations	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,668.74</u>	<u>1,465.99</u>	<u>0.00</u>	<u>(3,669)</u>	<u>0.0 %</u>
Miscellaneous Revenue									
4992 - Misc. Revenue	0.00	0.00	0.00	0.00	5,742.83	150.00	0.00	(5,743)	0.0 %
4993 - Insurance Proceeds	0.00	0.00	0.00	0.00	317,068.50	0.00	0.00	(317,069)	0.0 %
Miscellaneous Revenue	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>322,811.33</u>	<u>150.00</u>	<u>0.00</u>	<u>(322,811)</u>	<u>0.0 %</u>
Transfers In									
6010 - Int. Transfer In	345,000.00	0.00	345,000.00	185,000.00	72,100.49	0.00	0.00	272,900	20.9 %

This report reflects only unrestricted funds within Fund 10.

Library Operations
Fayetteville Public Library
 Budget to Actual (Unrestricted)
 As of September 30, 2025

Preliminary: Subject to Audit

	Year Ending 12/31/2025			Year To Date 09/30/2025	Period Ending 09/30/2025	Month Ending 09/30/2025	09/30/2025	ANNUAL BUDGET	
	Adopted Budget	IN-YEAR BUDGET ADJ	Amended Budget	YTD Budget	YTD ACTUAL	ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% Used/Rec'd
4899 - Ext. Transfer In	142,386.00	0.00	142,386.00	71,193.00	2,936.57	240.00	0.00	139,449	2.1 %
Transfers In	487,386.00	0.00	487,386.00	256,193.00	75,037.06	240.00	0.00	412,349	15.4 %
Investment Earnings									
Investment Income	0.00	0.00	0.00	0.00	43,613.63	3,815.39	0.00	(43,614)	0.0 %
Total Investment Earnings	0.00	0.00	0.00	0.00	43,613.63	3,815.39	0.00	(43,614)	0.0 %
Use of Reserves	238,086.00	0.00	238,086.00	238,086.00	0.00	0.00	0.00	238,086	0.0 %
Total Revenue	9,245,164.00	(169,112.00)	9,076,052.00	5,347,833.00	5,334,227.15	316,072.73	0.00	3,741,825	58.8 %

Expenditures

Personnel Services

Salary & Wages

5100 - Salaries	2,282,361.00	0.00	2,282,361.00	1,711,764.00	1,721,223.57	184,344.22	0.00	561,137	75.4 %
5102 - Hourly Wages	2,227,971.00	0.00	2,227,971.00	1,670,986.00	1,454,290.41	166,325.37	0.00	773,681	65.3 %
5103 - Overtime	0.00	0.00	0.00	0.00	23,448.24	2,922.54	0.00	(23,448)	0.0 %
5105 - Vacation Pay	0.00	0.00	0.00	0.00	143,332.45	21,788.67	0.00	(143,332)	0.0 %
5106 - Sick Pay	0.00	0.00	0.00	0.00	70,533.05	10,920.82	0.00	(70,533)	0.0 %
5112 - Holiday Pay	0.00	0.00	0.00	0.00	87,623.50	11,928.18	0.00	(87,624)	0.0 %
5113 - Social Security Taxes	345,041.00	0.00	345,041.00	258,784.00	253,348.85	29,017.91	0.00	91,692	73.4 %
5115 - Unemployment	6,950.00	0.00	6,950.00	5,206.00	7,402.51	119.98	0.00	(453)	106.5 %
5116 - Workers Compensation	50,000.00	0.00	50,000.00	50,000.00	41,071.54	0.00	0.00	8,928	82.1 %
Total Salary & Wages	4,912,323.00	0.00	4,912,323.00	3,696,740.00	3,802,274.12	427,367.69	0.00	1,110,049	77.4 %

Employee Benefits

5109 - LT Disability	7,592.00	0.00	7,592.00	5,699.00	(82.86)	(6.79)	0.00	7,675	(1.1) %
5110 - Salary Contingency	413,233.00	0.00	413,233.00	413,233.00	0.00	0.00	0.00	413,233	0.0 %
5120 - Health Insurance	439,740.00	0.00	439,740.00	329,801.00	249,111.13	27,825.32	0.00	190,629	56.6 %
5121 - Health Savings Account	63,336.00	0.00	63,336.00	47,510.00	42,292.40	4,463.60	0.00	21,044	66.8 %
5122 - Life Insurance	6,435.00	0.00	6,435.00	4,833.00	10,774.37	1,388.71	0.00	(4,339)	167.4 %
5125 - AD&D	2,149.00	0.00	2,149.00	1,615.00	(26.62)	(1.95)	0.00	2,176	(1.2) %
5130 - EAP	0.00	0.00	0.00	0.00	1,722.12	0.00	0.00	(1,722)	0.0 %
5135 - Retirement Saving Plan	360,202.00	0.00	360,202.00	270,149.00	262,699.94	29,927.64	0.00	97,502	72.9 %

Library Operations
Fayetteville Public Library
 Budget to Actual (Unrestricted)
 As of September 30, 2025

Preliminary: Subject to Audit

	Year Ending 12/31/2025			Year To Date 09/30/2025	Period Ending 09/30/2025	Month Ending 09/30/2025	09/30/2025	ANNUAL BUDGET	
	Adopted Budget	IN-YEAR BUDGET ADJ	Amended Budget	YTD Budget	YTD ACTUAL	ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% Used/Rec'd
Employee Benefits	1,292,687.00	0.00	1,292,687.00	1,072,840.00	566,490.48	63,596.53	0.00	726,197	43.8 %
Total Personnel Services	6,205,010.00	0.00	6,205,010.00	4,769,580.00	4,368,764.60	490,964.22	0.00	1,836,245	70.4 %
Materials & Supplies									
5200 - Office Supplies & Printing	100,688.00	0.00	100,688.00	80,532.00	59,349.76	10,630.10	0.00	41,338	58.9 %
5201 - Small Tools & Equipment	28,000.00	0.00	28,000.00	20,300.00	3,820.24	46.38	0.00	24,180	13.6 %
5203 - Medical Supplies	4,025.00	0.00	4,025.00	4,025.00	285.96	0.00	0.00	3,739	7.1 %
5210 - Food & Catering for Events	6,150.00	0.00	6,150.00	2,925.00	3,210.46	785.94	0.00	2,940	52.2 %
5218 - Cleaning Supplies	61,300.00	0.00	61,300.00	45,975.00	47,085.38	6,199.80	249.25	13,965	76.8 %
5220 - Tech Supplies	20,550.00	0.00	20,550.00	15,200.00	11,111.29	1,616.82	0.00	9,439	54.1 %
5224 - Landscape Materials	10,000.00	9,947.00	19,947.00	18,747.00	7,592.77	0.00	0.00	12,354	38.1 %
5226 - Merchandise for Resale	100.00	0.00	100.00	0.00	0.00	0.00	0.00	100	0.0 %
5230 - Computer Hardware Supplies	53,500.00	0.00	53,500.00	38,250.00	51,370.72	1,827.56	0.00	2,129	96.0 %
5235 - Signage	9,375.00	4,205.62	13,580.62	12,380.62	6,640.07	759.28	0.00	6,941	48.9 %
5250 - On-line Database	0.00	0.00	0.00	0.00	1,500.00	0.00	0.00	(1,500)	0.0 %
5251 - Programming Materials & Supplies	124,282.00	(30,869.69)	93,412.31	70,368.31	49,961.15	3,638.74	0.00	43,451	53.5 %
5252 - Repair Parts & Damaged Repairs	1,600.00	0.00	1,600.00	1,200.00	1,387.33	0.00	0.00	213	86.7 %
5255 - Circulating Equipment	28,300.00	0.00	28,300.00	21,550.00	319.88	59.24	0.00	27,980	1.1 %
5260 - Print Books	0.00	0.00	0.00	0.00	451.68	(108.27)	0.00	(452)	0.0 %
5265 - E-Book	0.00	0.00	0.00	0.00	18,177.95	0.00	0.00	(18,178)	0.0 %
5270 - E-Book Consortium	0.00	0.00	0.00	0.00	6,505.55	0.00	0.00	(6,506)	0.0 %
5287 - Audio	0.00	0.00	0.00	0.00	81.73	0.00	0.00	(82)	0.0 %
5900 - Miscellaneous Expense	0.00	0.00	0.00	0.00	272.46	0.00	0.00	(272)	0.0 %
5904 - Incident Repair or Replacement	0.00	19,977.00	19,977.00	19,977.00	17,251.59	0.00	0.00	2,725	86.4 %
Materials & Supplies	447,870.00	3,259.93	451,129.93	351,429.93	286,375.97	25,455.59	249.25	164,505	63.5 %
Services & Charges									
5301 - Advertisement	15,100.00	0.00	15,100.00	11,875.00	3,751.04	609.00	0.00	11,349	24.8 %
5303 - Subscriptions, Publications and Dues	99,610.00	4,756.25	104,366.25	78,516.25	80,865.28	10,538.46	19,845.18	3,656	77.5 %
5304 - Licenses & Permits	150.00	0.00	150.00	0.00	538.96	35.83	0.00	(389)	359.3 %
5305 - Postage	20,000.00	0.00	20,000.00	15,002.00	10,064.58	0.00	0.00	9,935	50.3 %
5346 - Drop Box Services	1,450.00	0.00	1,450.00	1,450.00	1,450.00	0.00	(2,800.00)	2,800	100.0 %
5350 - Programming Services	180,270.00	43,744.00	224,014.00	213,289.00	126,798.53	(4,648.51)	0.00	97,215	56.6 %
5358 - Hospitality	1,400.00	0.00	1,400.00	1,100.00	138.47	0.00	0.00	1,262	9.9 %
5360 - Mileage Reimbursement	4,850.00	0.00	4,850.00	3,327.00	270.80	193.90	0.00	4,579	5.6 %
5361 - Training & Development	66,375.00	0.00	66,375.00	58,474.00	27,600.09	6,851.12	1.00	38,774	41.6 %
5362 - Travel	80,940.00	0.00	80,940.00	72,000.00	30,290.57	5,856.78	0.00	50,649	37.4 %

This report reflects only unrestricted funds within Fund 10.

Library Operations
Fayetteville Public Library
 Budget to Actual (Unrestricted)
 As of September 30, 2025

Preliminary: Subject to Audit

	Year Ending 12/31/2025			Year To Date 09/30/2025	Period Ending 09/30/2025	Month Ending 09/30/2025	09/30/2025	ANNUAL BUDGET	
	Adopted Budget	IN-YEAR BUDGET ADJ	Amended Budget	YTD Budget	YTD ACTUAL	ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% Used/Rec'd
5375 - Employee Recognition	26,976.00	0.00	26,976.00	20,601.00	8,892.26	2,052.33	0.00	18,084	33.0 %
5385 - Board & Volunteer Recognition	4,000.00	0.00	4,000.00	1,000.00	1,297.60	0.00	0.00	2,702	32.4 %
5390 - Uniform Expense	13,000.00	0.00	13,000.00	9,900.00	12,887.60	1,545.57	0.00	112	99.1 %
5424 - Equipment Lease/Rental	102,700.00	0.00	102,700.00	75,527.00	76,321.81	8,544.22	0.00	26,378	74.3 %
5421 - Insurance - Building	255,000.00	0.00	255,000.00	255,000.00	182,659.13	0.00	0.00	72,341	71.6 %
5422 - Insurance - Liability	27,250.00	0.00	27,250.00	27,250.00	18,939.19	3,176.25	0.00	8,311	69.5 %
5423 - Other Rental	12,600.00	0.00	12,600.00	9,450.00	13,786.55	1,560.00	0.00	(1,187)	109.4 %
5394 - Admin & Management Fees	32,200.00	12,281.59	44,481.59	36,431.59	26,205.94	0.00	0.00	18,276	58.9 %
5395 - Bank Service Charges	28,000.00	0.00	28,000.00	20,998.00	19,689.22	2,141.17	0.00	8,311	70.3 %
5399 - In-Kind Expense	0.00	0.00	0.00	0.00	2,765.00	1,265.00	0.00	(2,765)	0.0 %
5500 - Property Tax Expense	600.00	0.00	600.00	600.00	0.00	0.00	0.00	600	0.0 %
5905 - Operating Contingency	40,000.00	107,425.00	147,425.00	147,425.00	0.00	0.00	0.00	147,425	0.0 %
Total Services & Charges	1,012,471.00	168,206.84	1,180,677.84	1,059,215.84	645,212.62	39,721.12	17,046.18	518,419	54.6 %
5340 - Audit	54,000.00	0.00	54,000.00	54,000.00	50,000.00	0.00	400.00	3,600	92.6 %
5341 - Legal	15,000.00	0.00	15,000.00	11,250.00	22,740.57	802.50	0.00	(7,741)	151.6 %
5344 - Contract Services	405,840.00	38,179.75	444,019.75	374,101.75	213,236.67	29,523.77	13,853.96	216,929	48.0 %
Purchased Professional and Technical Services	474,840.00	38,179.75	513,019.75	439,351.75	285,977.24	30,326.27	14,253.96	212,789	55.7 %
5310 - Telecommunications	53,400.00	0.00	53,400.00	40,050.00	26,463.16	2,787.91	0.00	26,937	49.6 %
5312 - Natural Gas	27,200.00	0.00	27,200.00	18,500.00	28,210.89	316.41	0.00	(1,011)	103.7 %
5314 - Electricity	288,000.00	(169,112.00)	118,888.00	50,888.00	170,053.90	24,875.50	0.00	(51,166)	143.0 %
5316 - Municipal Water	24,600.00	0.00	24,600.00	19,800.00	14,872.81	3,851.42	0.00	9,727	60.5 %
Utilities	393,200.00	(169,112.00)	224,088.00	129,238.00	239,600.76	31,831.24	0.00	(15,513)	106.9 %
Services & Charges	1,880,511.00	37,274.59	1,917,785.59	1,627,805.59	1,170,790.62	101,878.63	31,300.14	715,695	61.0 %
Maintenance									
5401 - Building Maintenance	66,100.00	0.00	66,100.00	49,450.00	66,580.76	12,191.11	0.00	(481)	100.7 %
5405 - Landscape Maintenance	4,000.00	0.00	4,000.00	2,000.00	36.22	0.00	0.00	3,964	0.9 %
5410 - Equipment Maintenance	90,100.00	0.00	90,100.00	86,700.00	64,321.62	0.00	0.00	25,778	71.4 %
Maintenance	160,200.00	0.00	160,200.00	138,150.00	130,938.60	12,191.11	0.00	29,261	81.7 %
Transfers Out									
6020 - Int. Transfer Out	0.00	505,725.00	505,725.00	505,725.00	0.00	0.00	0.00	505,725	0.0 %
Transfers Out	0.00	505,725.00	505,725.00	505,725.00	0.00	0.00	0.00	505,725	0.0 %
Capital Outlay	607,547.00	40,720.60	648,267.60	593,774.60	481,470.53	29,092.20	14,662.97	152,134	74.3 %

This report reflects only unrestricted funds within Fund 10.

Library Operations
Fayetteville Public Library
 Budget to Actual (Unrestricted)
 As of September 30, 2025

Preliminary: Subject to Audit

	Year Ending 12/31/2025		Year To Date 09/30/2025	Period Ending 09/30/2025	Month Ending 09/30/2025	09/30/2025	ANNUAL BUDGET		
	Adopted Budget	IN-YEAR BUDGET ADJ	Amended Budget	YTD Budget	YTD ACTUAL	ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% Used/Rec'd
Total Expenditures	9,301,138.00	586,980.12	9,888,118.12	7,986,465.12	6,438,340.32	659,581.75	46,212.36	3,403,565	65.1 %
Change in Net Assets	(55,974.00)	(756,092.12)	(812,066.12)	(2,638,632.12)	(1,104,113.17)	(343,509.02)	(46,212.36)	338,259	136.0 %

Library
Fayetteville Public Library
Summarized Budget to Actual
As of September 30, 2025

Preliminary: Subject to Audit

	10--Library Operations	15--Expansion - Operations	20--Long Term - Reserve	30--Facility Reserve	40--Furniture & Equipment Reserve	50--Technology Equipment Reserve	70--Bond Debt Service Fund	80--Food Services	85--Events	All Funds	Year To Date Remaining Budget Includes Encumbrance	
Year Ending 12/31/2025	YTD Actual	YTD Actual	YTD Actual	YTD Actual	YTD Actual	YTD Actual	YTD Actual	YTD Actual	YTD Actual	YTD Actual		
Amended Budget												
Revenue												
Local Tax Support	9,494,559.00	3,407,887.02	0.00	0.00	0.00	0.00	0.00	1,635,783.31	0.00	0.00	5,043,670.33	4,450,888.67
City of Fayetteville Transfers	2,925,401.00	2,034,300.75	0.00	0.00	278,000.00	0.00	0.00	0.00	0.00	0.00	2,312,300.75	613,100.25
State Aid & Grant Revenue	417,730.62	362,901.03	0.00	0.00	0.00	0.00	0.00	0.00	22.40	0.00	362,923.43	54,807.19
Charges for Services	477,880.00	113,158.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	252,226.50	365,385.12	112,494.88
Contributions & Donations	26,956.84	27,625.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27,625.58	(668.74)
Miscellaneous Revenue	0.00	322,811.33	0.00	0.00	0.00	0.00	0.00	0.00	142.98	1.09	322,955.40	(322,955.40)
Transfers In	647,386.00	75,037.06	0.00	0.00	0.00	0.00	160,000.00	0.00	0.00	0.00	235,037.06	412,348.94
Investment Earnings												
Investment Income	0.00	43,613.63	18,263.04	43,593.05	14,979.84	7,326.05	8,249.83	0.00	0.00	904.71	136,930.15	(136,930.15)
Gain/Loss - Realized	0.00	0.00	0.00	(150.80)	(55.84)	(22.89)	(28.96)	0.00	0.00	0.00	(258.49)	258.49
Gain/Loss - Unrealized	0.00	0.00	0.00	9,778.94	1,787.17	935.65	2,048.04	0.00	0.00	0.00	14,549.80	(14,549.80)
Investment Management Fees & Expenses	0.00	0.00	0.00	(3,372.00)	(1,095.00)	(536.00)	(668.00)	0.00	0.00	0.00	(5,671.00)	5,671.00
Total Investment Earnings	0.00	43,613.63	18,263.04	49,849.19	15,616.17	7,702.81	9,600.91	0.00	0.00	904.71	145,550.46	(145,550.46)
Use of Reserves	607,331.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	607,331.00
Total Revenue	14,597,244.46	6,387,335.02	18,263.04	49,849.19	293,616.17	7,702.81	169,600.91	1,635,783.31	165.38	253,132.30	8,815,448.13	5,781,796.33
Expenditures												
Personnel Services												
Salary & Wages	5,411,857.94	3,976,277.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	108,633.07	4,084,910.64	1,326,947.30
Employee Benefits	1,356,638.00	592,740.95	0.00	0.00	0.00	0.00	0.00	0.00	(1,509.76)	8,239.65	599,470.84	757,167.16
Total Personnel Services	6,768,495.94	4,569,018.52	0.00	0.00	0.00	0.00	0.00	0.00	(1,509.76)	116,872.72	4,684,381.48	2,084,114.46
Materials & Supplies	1,391,764.19	790,803.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,099.52	794,903.17	588,915.79
Services & Charges	2,232,657.21	1,263,021.02	0.00	0.00	0.00	0.00	0.00	0.00	13.44	4,117.34	1,267,151.80	934,205.27
Maintenance	167,637.17	137,779.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	137,779.01	29,858.16
Transfers Out	4,078,725.00	160,000.00	0.00	0.00	0.00	0.00	0.00	1,635,783.31	72,100.49	0.00	1,867,883.80	2,210,841.20
Capital Outlay	1,065,174.24	577,241.26	0.00	0.00	(9,591.91)	0.00	0.00	0.00	0.00	8,865.12	576,514.47	473,996.80
Total Expenditures	15,704,453.75	7,497,863.46	0.00	0.00	(9,591.91)	0.00	0.00	1,635,783.31	70,604.17	133,954.70	9,328,613.73	6,321,931.68
Change in Net Assets	(1,107,209.29)	(1,110,528.44)	18,263.04	49,849.19	303,208.08	7,702.81	169,600.91	0.00	(70,438.79)	119,177.60	(513,165.60)	(540,135.35)

Filter tab and prompt selections:

As of date: 09/30/2025 ; Department: All; Include subdimensions: Off; Hide inactives: Off ; Fund: Library; Include subdimensions: Off; Hide inactives: Off ; Client or Donor: All; Include subdimensions: Off ; Client or Donor type: All; Include subdimensions: Off ; Vendor: All; Include subdimensions: Off ; Vendor type: All; Include subdimensions: Off ; Employee: All; Include subdimensions: Off ; Employee type: All; Include subdimensions: Off ; Item: All ; Product line: All; Include subdimensions: Off ; Restriction: All; Include subdimensions: Off ; Project: All; Include subdimensions: Off ; Project type: All; Include subdimensions: Off ;

Library
Balance Sheet
Fayetteville Public Library

Preliminary: Subject to Audit

	10--Library Operations Month Ending 09/30/2025	15--Expansion - Operations Month Ending 09/30/2025	20--Long Term - Reserve Month Ending 09/30/2025	30--Facility Reserve Month Ending 09/30/2025	40--Furniture & Equipment Reserve Month Ending 09/30/2025	50--Technology Equipment Reserve Month Ending 09/30/2025	60--Capital Construction Fund Month Ending 09/30/2025	70--Bond Debt Service Fund Month Ending 09/30/2025	80--Food Services Month Ending 09/30/2025	85--Events Month Ending 09/30/2025	All Funds Month Ending 09/30/2025
Assets											
Cash & Investments											
1000 - Undeposited Funds	1,000	0	0	0	0	0	0	0	0	300	1,300
1003 - Petty Cash	3,074	0	0	0	0	0	0	0	0	0	3,074
1009 - Bank of Fayetteville - FPL	55,037	0	0	0	0	0	0	0	0	(274)	54,762
1020 - Arvest - Library Operations	629,435	0	0	0	0	0	0	0	0	0	629,435
1025 - Arvest - Events	0	0	0	0	0	0	0	0	0	187,200	187,201
1030 - First Security - FPL	551,710	0	0	0	0	0	0	0	0	0	551,711
1100 - Schwab FPL - Operating	844,206	0	0	0	0	0	0	0	0	0	844,205
1105 - Schwab FPL - Expansion O&M	0	667,974	0	0	0	0	0	0	0	0	667,974
1110 - Schwab FPL - Long Term	0	0	1,833,021	0	0	0	0	0	0	0	1,833,020
1115 - Schwab FPL - Facilities Replacement	0	0	0	682,660	0	0	0	0	0	0	682,661
1120 - Schwab FPL - Furniture & Equip.	0	0	0	0	291,479	0	0	0	0	0	291,479
1125 - Schwab FPL - Technology	0	0	0	0	0	470,459	0	0	0	0	470,459
1130 - Schwab FPL - Expansion Capital	0	0	0	0	0	0	4	0	0	0	5
Total Cash & Investment	2,084,462	667,974	1,833,021	682,660	291,479	470,459	4	0	0	187,226	6,217,286
Receivables											
1200 - Claims Pending	89	0	0	0	0	0	0	0	0	0	89
1240 - Accounts Receivable	164,934	0	0	0	0	0	0	0	0	105,952	270,885
1243 - Grants Receivable	79,799	0	0	0	0	0	0	0	0	0	79,800
1265 - Sales Tax Rebate Receivable	6,464	0	0	9,592	0	0	0	0	0	0	16,056
1270 - Due From Other Funds	232,572	0	76,240	30	0	123,082	0	0	0	49	431,972
1271 - Due From Other Governments (Property Tax & Debt Service)	6,995,416	0	0	0	0	0	0	3,357,800	0	0	10,353,215
1275 - 10 Due From 91	364,475	0	0	0	0	0	0	0	0	0	364,475
1279 - 10 Due From 80	602,467	0	0	0	0	0	0	0	0	0	602,468
1280 - 80 Due From 10	0	0	0	0	0	0	0	0	348,004	0	348,004
1281 - 10 Due From 85	502,913	0	0	0	0	0	0	0	0	0	502,912
1282 - 85 Due From 10	0	0	0	0	0	0	0	0	0	637,959	637,959
1285 - 80 Due From 85	0	0	0	0	0	0	0	2,361	0	0	2,361
1286 - 85 Due From 80	0	0	0	0	0	0	0	0	0	8,920	8,920
1400 - Interfund	(1,232,239)	3,899,883	(1,115,400)	3,787	43,381	365,371	(192,504)	(1,772,280)	0	0	0
Total Receivables	7,716,890	3,899,883	(1,039,160)	13,409	43,381	488,453	(192,504)	1,585,520	350,365	752,880	13,619,116
Prepaid Expenses											
1500 - Prepaid Expenses	118,085	0	0	0	0	0	0	0	0	0	118,085
Prepaid Expenses	118,085	0	0	0	0	0	0	0	0	0	118,085
Fixed Assets											
Depreciable Assets											
1801 - Building	22,132,023	0	0	0	0	0	0	0	0	0	22,132,023
1802 - Vehicles	91,190	0	0	0	0	0	0	0	0	0	91,190
1805 - Software	174,237	0	0	0	0	0	0	0	0	0	174,237
1811 - Books & Publications	2,620,698	0	0	0	0	0	0	0	0	0	2,620,698
1813 - Equipment	3,697,952	0	0	0	0	0	0	0	0	0	3,697,952
1815 - Furniture & Fixtures	263,427	0	0	0	0	0	0	0	0	60,681	324,108
1999 - Accumulated Depreciation	(11,940,028)	0	0	0	0	0	0	0	0	(20,950)	(11,960,978)
Total Depreciable Assets	17,039,499	0	0	0	0	0	0	0	0	39,731	17,079,230
Non Depreciable Assets	1,605,676	0	0	0	0	0	0	0	0	0	1,605,676
Total Fixed Assets, Net	18,645,175	0	0	0	0	0	0	0	0	39,731	18,684,906

Library
Balance Sheet
Fayetteville Public Library

Preliminary: Subject to Audit

	10--Library Operations Month Ending 09/30/2025	15--Expansion - Operations Month Ending 09/30/2025	20--Long Term - Reserve Month Ending 09/30/2025	30--Facility Reserve Month Ending 09/30/2025	40--Furniture & Equipment Reserve Month Ending 09/30/2025	50--Technology Equipment Reserve Month Ending 09/30/2025	60--Capital Construction Fund Month Ending 09/30/2025	70--Bond Debt Service Fund Month Ending 09/30/2025	80--Food Services Month Ending 09/30/2025	85--Events Month Ending 09/30/2025	All Funds Month Ending 09/30/2025
Total Assets	\$ 28,564,612	\$ 4,567,857	\$ 793,861	\$ 696,069	\$ 334,860	\$ 958,912	\$ (192,500)	\$ 1,585,520	\$ 350,365	\$ 979,837	\$ 38,639,393

Liabilities and Fund Balances

Liabilities

Accounts Payable

2001 - Accounts Payable	178,278	0	0	0	0	0	0	0	0	0	178,278
2004 - Friends of FPL Pass through	2,002	0	0	0	0	0	0	0	0	0	2,002
2005 - FDN Designated Pass Through to FPL	(100,438)	0	0	0	0	0	0	0	0	0	(100,438)
2007 - FPL CentreSuite	(2,440)	0	0	0	0	0	0	0	0	0	(2,440)
2099 - AR State Library Scholarship Pass Through	793	0	0	0	0	0	0	0	0	0	793
2415 - Security Deposits	5,000	0	0	0	0	0	0	0	0	42,500	47,500
2414 - Convenience Fee	463	0	0	0	0	0	0	0	0	0	463
2020 - Accrued Accounts Payable	79,420	0	0	0	0	0	0	0	0	0	79,420
Total Accounts Payable	163,078	0	0	0	0	0	0	0	0	42,500	205,578

Salaries & Benefits Payable

2125 - Accrued Salaries & Wages	94,742	0	0	0	0	0	0	0	0	2,023	96,765
2130 - Voluntary Vision Insurance	456	0	0	0	0	0	0	0	0	0	456
2140 - Voluntary Life, STD & AD&D	1,690	0	0	0	0	0	0	0	0	0	1,690
2145 - Accrued Vacation	282,939	0	0	0	0	0	0	0	0	2,060	284,999
2148 - Voluntary Supplemental Insurance	93	0	0	0	0	0	0	0	0	0	93
2155 - Voluntary Dental Insurance	1,971	0	0	0	0	0	0	0	0	0	1,971
2160 - Accrued Sick Time	127,948	0	0	0	0	0	0	0	0	0	127,948
2175 - Health Insurance Liability	13,718	0	0	0	0	0	0	0	0	0	13,717
2185 - FSA - Medical	375	0	0	0	0	0	0	0	0	0	375
2186 - FSA - Dependent Care	816	0	0	0	0	0	0	0	0	0	817
2187 - Health Savings Account Liability	12,006	0	0	0	0	0	0	0	0	0	12,005
2195 - Capital Campaign Liability	167	0	0	0	0	0	0	0	0	0	167
2196 - Caring Committee	(1,709)	0	0	0	0	0	0	0	0	0	(1,708)
2197 - Healthy Habits	3,176	0	0	0	0	0	0	0	0	0	3,176
2198 - Annual Fund Liability	30	0	0	0	0	0	0	0	0	0	30
Total Salaries & Benefits Payable	538,418	0	0	0	0	0	0	0	0	4,083	542,501

Other Payables

2057 - Sales Tax	0	0	0	0	0	0	0	0	0	141	142
2061 - Short Term Tax	0	0	0	0	0	0	0	0	0	15	14
Total Other Payables	0	0	0	0	0	0	0	0	0	156	156

Deferred Revenue

2410 - Deferred Revenue	475,013	0	0	0	0	0	0	0	0	0	475,013
Total Deferred Revenue	475,013	0	0	0	0	0	0	0	0	0	475,013

Due to Other Funds

**Library
Balance Sheet**
Fayetteville Public Library

Preliminary: Subject to Audit

	10--Library Operations Month Ending 09/30/2025	15--Expansion - Operations Month Ending 09/30/2025	20--Long Term - Reserve Month Ending 09/30/2025	30--Facility Reserve Month Ending 09/30/2025	40--Furniture & Equipment Reserve Month Ending 09/30/2025	50--Technology Equipment Reserve Month Ending 09/30/2025	60--Capital Construction Fund Month Ending 09/30/2025	70--Bond Debt Service Fund Month Ending 09/30/2025	80--Food Services Month Ending 09/30/2025	85--Events Month Ending 09/30/2025	All Funds Month Ending 09/30/2025
Due to Foundation	3,154	0	0	0	0	0	0	0	0	0	3,154
Due to Library	0	0	0	0	0	0	0	0	602,468	502,912	1,105,380
Due to Others	197,770	0	0	68,517	0	84,885	77,580	0	3,160	12	431,923
Due to Food Services	348,003	0	0	0	0	0	0	0	0	2,361	350,365
Internal Due To	637,959	0	0	0	0	0	0	0	8,920	0	646,879
Total Due to Other Funds	1,186,886	0	0	68,517	0	84,885	77,580	0	614,548	505,285	2,537,701
Total Liabilities	2,363,395	0	0	68,517	0	84,885	77,580	0	614,548	552,024	3,760,949
Fund Balance	26,201,217	4,567,857	793,861	627,552	334,860	874,027	(270,080)	1,585,520	(264,183)	427,813	34,878,444
Total Liabilities and Fund Balances	\$ 28,564,612	\$ 4,567,857	\$ 793,861	\$ 696,069	\$ 334,860	\$ 958,912	\$ (192,500)	\$ 1,585,520	\$ 350,365	\$ 979,837	\$ 38,639,393

Fayetteville Public Library Foundation
 General Fund Highlight of Revenue and Expenditures
 (Preliminary: Subject to Audit)
 For Month Ended August 31, 2025

This is a summary report focused primarily on Fund 91 (Operations) and Fund 96 (Capital Campaign).

Budget Threshold: The percentage of revenue recognized, and budget spent should be approximately 67%.

Operating (Fund 91) Unrestricted Revenue:

- **Revenue recognized August 2025:** \$13,187
- **YTD revenue recognized:** \$363,837, which is ~\$42k (13%) above budget
 - Primary drivers: ~\$78k in unbudgeted insurance proceeds and ~\$37k in unbudgeted in-kind contributions
- **Without the insurance proceeds and in-kind:**
 - YTD revenue totals \$249,675, which is ~\$72k (22%) below budget
 - Primary drivers: Operating revenue (annual fund, event revenue, and event sponsorships) and transfers in are ~\$36k and ~\$26k, respectively, below budget. Lease income is also ~\$16k below budget due to a timing difference.

Chart reflects actual revenue compared to year-to-date budget (excludes transfers in and investment earnings).

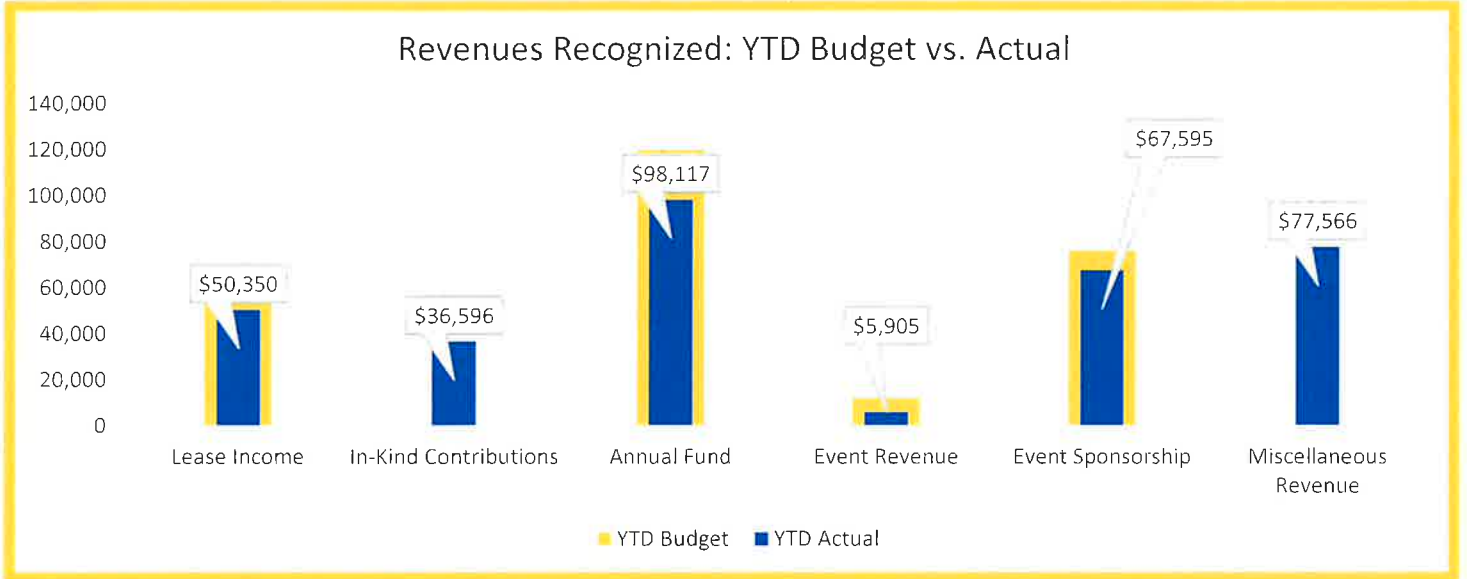


Chart reflects only unrestricted annual renewals and outright gifts revenue recorded in GL account 4012 (Annual Fund).

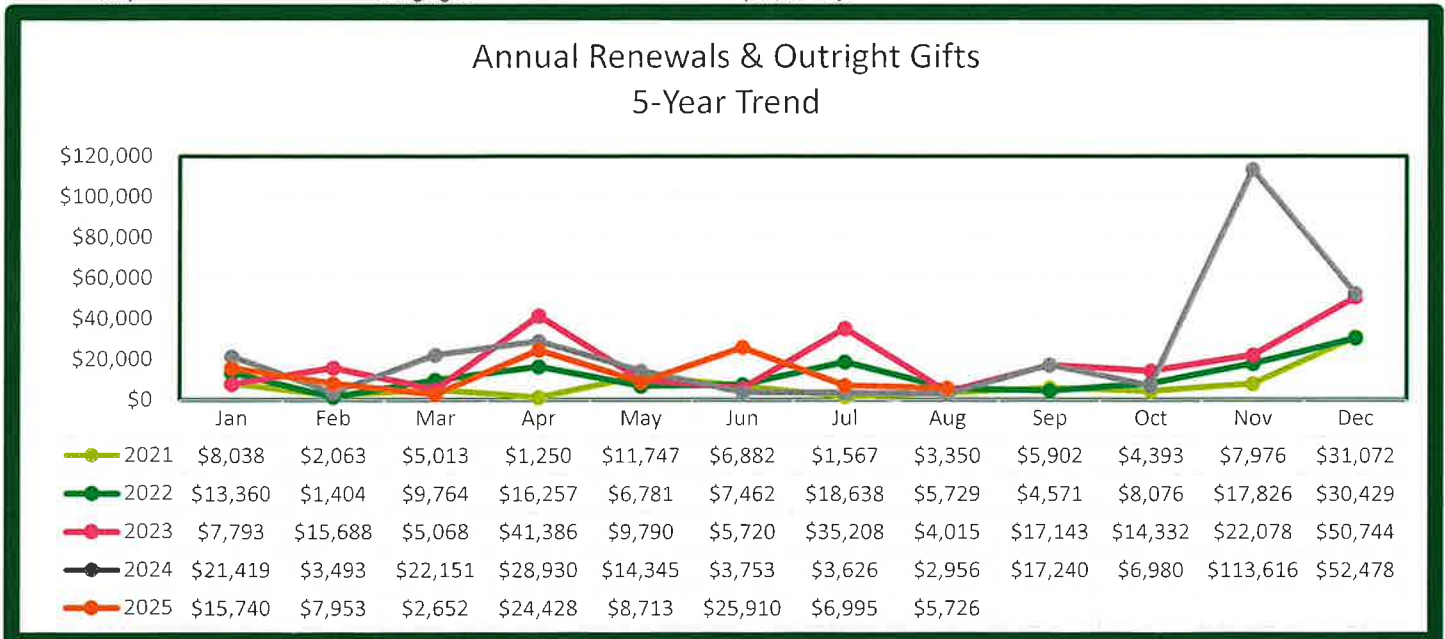
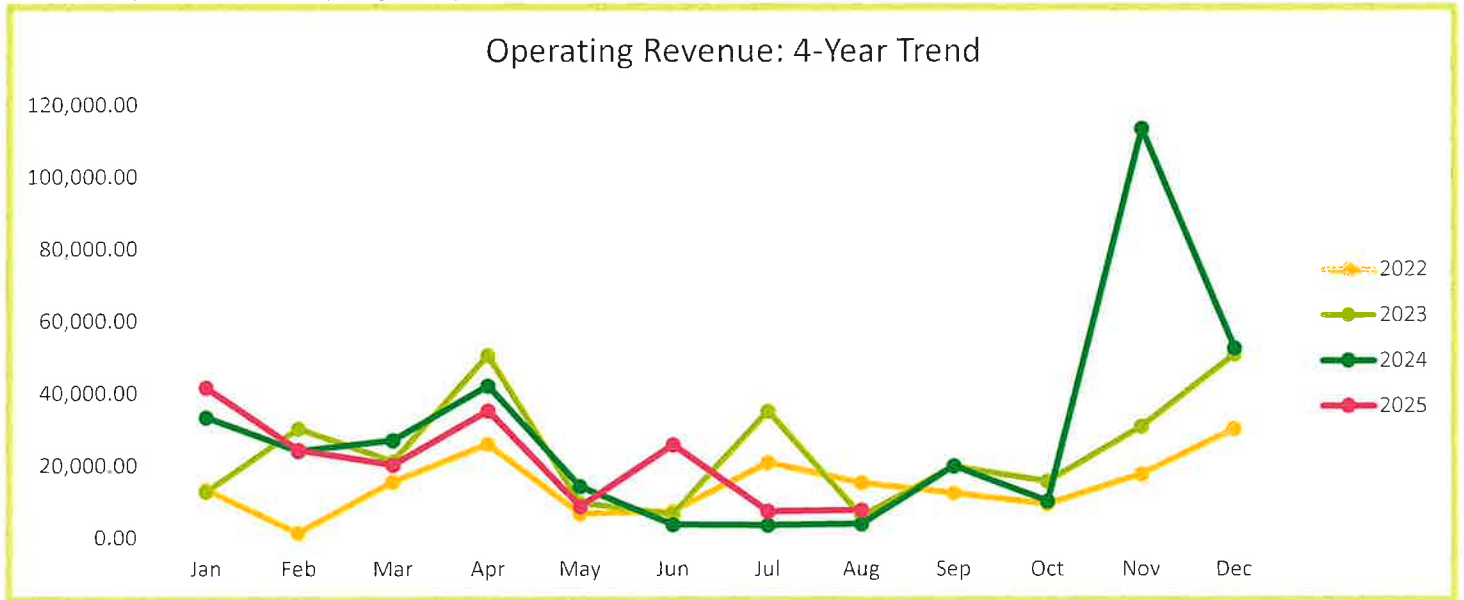


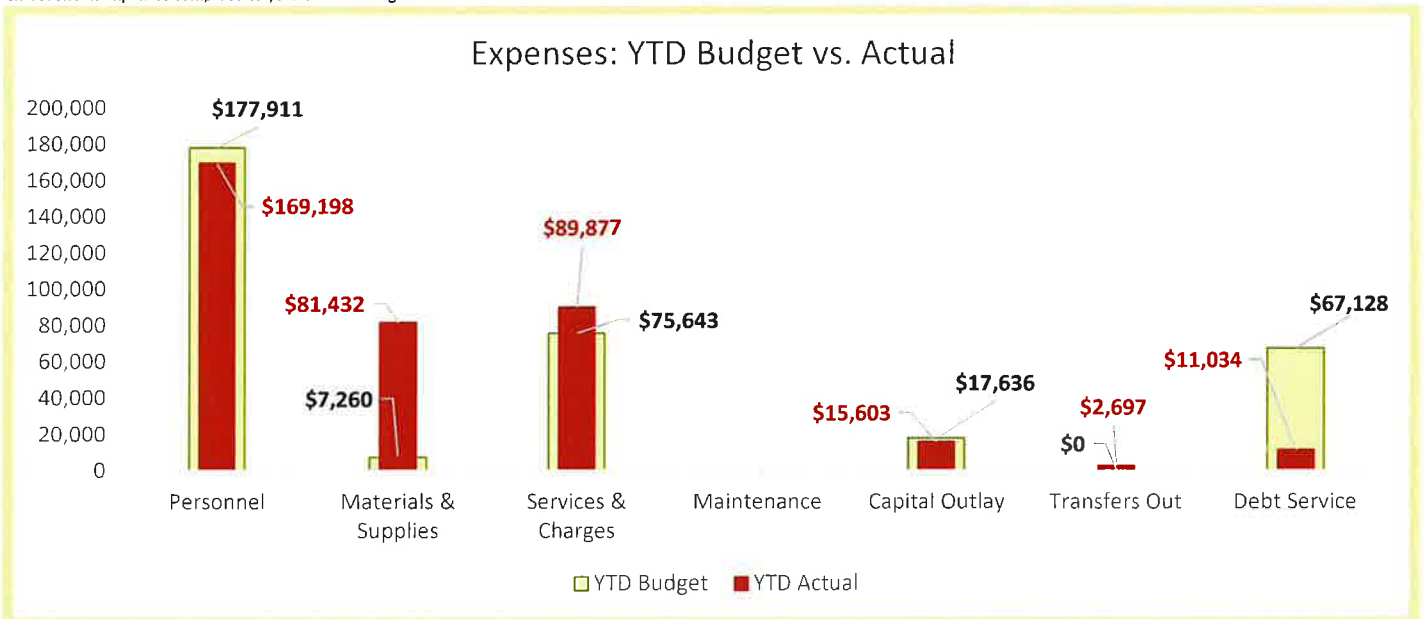
Chart reflects a 4-year trend of unrestricted operating revenue (includes annual fund, event revenue, and event sponsorships).



Operating (Fund 91) Unrestricted Expenditures:

- **Expenses recognized August 2025:** \$26,062
- **YTD expenses recognized:** \$369,841, which is ~\$24k (7%) above budget
 - Primary drivers: ~\$78k in unbudgeted insurance payments to the Library and ~\$37k in unbudgeted in-kind expense
- **Without insurance payments and in-kind:**
 - YTD expenses total \$255,678, which is ~\$90k (26%) below budget
 - Primary driver: Debt service is ~\$56k below budget due to the loan being paid down more quickly than expected, contract services is ~\$10k below budget, and personnel is ~\$9k below budget due to positions not being filled

Chart reflects expenses compared to year-to-date budget.



Operating (Fund 91) Balance Sheet Highlights:

- Total liabilities: \$651,767
 - The majority, ~\$529k, represents amounts owed to other Foundation funds and to the Library
 - Net amount owed to other funds is ~\$340k
 - ~\$109k is deferred revenue, which is mostly related to the capital lease agreement with the Library
- Liabilities decreased by ~\$20k (3%), primarily due to:
 - Net decrease of ~\$21k in amounts owed to other funds, mostly due to personnel/benefit allocations which were offset by amounts paid as owed to other funds

Capital Campaign (Fund 96) Balance Sheet Highlights:

- Pledge receivable balance decreased by ~\$276 compared to last month due to pledge payments collected.
- Long-term debt did not change from prior month. Loan balance is currently ~\$280k. Staff continues to evaluate the balance owed, which is offset by cash and other assets in addition to pledges receivable.

Roof Fire Financial Update:

- The Library has a final net loss of ~\$115k related to the fire.
- The Foundation received \$714 in insurance proceeds to cover personnel and other fire-related expenses.
- The Foundation has passed ~\$80k in donations and ~\$391k in insurance proceeds received to the Library.
- No additional activity related to the roof fire is expected.



Fayetteville Public Library

401 W. Mountain St.
Fayetteville, AR 72701

479.856.7000
questions@faylib.org

faylib.org

October 20, 2025

Dear Arkansas State Library Board,

Erin Tollett has been a valuable part of the Fayetteville Public Library's Circulation Department for nearly a year, and it is my pleasure to recommend her for the ASL Scholarship Assistance Program.

In her time at FPL, Erin has shown a curiosity that helps her learn more about the library and the patrons we serve every day. She provides excellent customer service to our patrons, answering their questions and addressing their needs. She describes her MLS course work with enthusiasm and reflects on her daily experiences on the job, bringing together both library science principles and on-the-job situations. Erin has a particular interest in increasing library accessibility to extend the library's reach to more of our community and recently joined our Community Engagement team at a cultural outreach event. Erin has already been an asset to the community of the Fayetteville Public Library, and I believe an ASL Scholarship, which would help her complete her library degree, will make her an even stronger asset to the profession as a whole.

Based on Erin's hard work, curiosity, and potential for growth in the library profession, I strongly recommend Erin for the Arkansas State Library's Scholarship Assistance Program.

Sincerely,

David Johnson
Executive Director

Letter of Application for MLS Scholarship Assistance

1690 Gallant Fox Lane
Prairie Grove, Arkansas, 72753

10/7/2025

Dear Scholarship Committee,

I am applying for the MLS Scholarship Assistance provided by the Arkansas State Library because I am pursuing a Master of Library and Information Science degree from Louisiana State University and currently work for the Fayetteville Public Library in Fayetteville, Arkansas.

I am pursuing a career in librarianship because I have a deep interest in serving my community and facilitating equal access to information for all people no matter their background. I am particularly passionate about people with disabilities as my undergraduate degree is in Rehabilitation Science. Ensuring that libraries are accessible to people with all levels of abilities is very important to me and is something that I will strive to achieve at any library that I work at.

As a library employee and graduate student, I am formally requesting financial assistance through this scholarship to assist in the expenses that I have incurred during my MLIS program. Receiving this financial assistance would help me in both my education and dedication to working at the library.

Thank you for your time and consideration,

Erin Marie Tollett

515-451-7090

etollett@faylib.org

**Arkansas State Library
Scholarship Assistance Application**

Instructions: Complete this form to apply for State Aid funds to underwrite a scholarship award from your library to an employee who has been admitted to the graduate program in an ALA-accredited library school. Attach to this form all appropriate documentation, such as a letter of admission from the library school, a letter of agreement from the employee who will benefit from the local scholarship award, and a copy of the minutes of the meeting of the local library board at which the application was approved.

APPLICANT

State Aid grant funds are requested to underwrite a scholarship award from this public library to an employee who has been admitted to a graduate program in an accredited library school. The applicant library agrees to award the full amount of the scholarship award to the employee. The employee has agreed to provide transcripts as evidence of credits earned each semester and to remain on the job for a period of one (1) year following grant of aid. If these conditions are not met, the applicant library agrees to refund to the State Library all grant funds paid under this award.

Fayetteville Public Library

Applicant Library Name

401 W Mountain Street

Mailing Address

Fayetteville, Arkansas 72701

City/State/Zip Code + 4 digit extension

etollett@faylib.org

Email Address

479-856-7000

Phone Number

Fax Number

Name of Library Board Chair (PLEASE PRINT)

Signature of Library Board Chair or Official Designee

Date

AGREEMENT

I have applied to my employer for a scholarship grant. I am enrolled in a graduate program in an accredited library school and have completed the first twelve (12) hours credit. Supporting documents are attached. I have agreed to furnish transcripts at the end of each semester as evidence of credits earned, to remain employed in an Arkansas public library for at least one year following grant of aid and to fulfill any local requirements. If I do not fulfill these agreed conditions, I understand that I must repay to the applicant library all funds paid to me from this award.

Eria Marie Tollett

Participant Name (PLEASE PRINT)



Participant's Signature

10/7/25

Date

RECOMMENDATION

I have reviewed this application and the supporting documents. I recommend that the State Library Board () approve () deny this application.

Signature of State Librarian

Date

ACTION TAKEN

In a regular meeting of the State Library Board held on _____ the Board voted to () approve () deny this application.

Signature of State Library Board Chairman

Date



MEMO

TO: Fayetteville Public Library Board of Trustees
FROM: David Johnson, Executive Director
DATE: October 20, 2025
RE: Acceptance of December 31, 2024 Audited Financial Statements from FORVIS LLP

Recommendation:

Staff recommends that the Board of Trustees accept the Audited Financial Statements dated December 31, 2024 from FORVIS, LLP.

Background/Discussion:

The annual audit was conducted between March 2025 and April 2025 as part of the Library's second year in a four-year contract with the independent audit firm FORVIS, LLP, with an option to extend for an additional year.

Attached is the Audited Financials Statements. The auditors provided an unmodified opinion, which is the highest opinion an organization can obtain.

No significant findings were identified.

Attachments:

1. Resolution accepting the December 31, 2024 Audited Financials Statements from FORVIS, LLP.



Fayetteville Public Library A Component Unit of the City of Fayetteville, Arkansas

Independent Auditor's Report and Financial Statements

December 31, 2024

Fayetteville Public Library
A Component Unit of the City of Fayetteville, Arkansas
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December 31, 2024

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Independent Auditor's Report

Board of Trustees
Fayetteville Public Library
Fayetteville, Arkansas

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities and each major fund of Fayetteville Public Library (Library), a component unit of the City of Fayetteville, Arkansas, as of and for the year ended December 31, 2024 and the related notes to the financial statements, which collectively comprise the Library's basic financial statements, as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Library, as of December 31, 2024 and the respective changes in financial position for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Library and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for 12 months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Library's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Library's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Report on Summarized Comparative Information

We have previously audited the Library's December 31, 2023 financial statements, and we expressed unmodified opinions on the respective financial statements of the governmental activities and each major fund in our report dated August 6, 2025. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2023 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated August 6, 2025 on our consideration of the Library's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Library's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Library's internal control over financial reporting and compliance.

Forvis Mazars, LLP

**Rogers, Arkansas
August 6, 2025**

Fayetteville Public Library
A Component Unit of the City of Fayetteville, Arkansas
Management's Discussion and Analysis
December 31, 2024

Introduction

As management of Fayetteville Public Library (Library), we offer readers of the Library's financial statements this narrative overview and analysis of the Library's financial activities for the year ended December 31, 2024. It should be read in conjunction with the accompanying basic financial statements of the Library. The basic financial statements of the Library include Fayetteville Public Library Foundation (Foundation), which is a blended component unit of the Library.

Financial Highlights

Key financial highlights for 2024 are as follows:

- The assets of the Library exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$56,989,012 (*net position*). Unrestricted net position of \$16,264,714, of which \$13,681,312 may be used to meet the Library's ongoing obligations and \$2,583,402 is available to meet the Foundation obligations.
- Total net position increased by \$3,400,571. The Library's portion of net position increased by \$1,519,496, or 4%. The Foundation's net position increased by \$1,881,075, or 10%.
- As of the close of the current year, the Library's governmental funds reported ending fund balances of \$7,337,549 attributable to the Library and \$7,602,901 attributable to its Foundation, a decrease of \$280,276, or 4.5%, for the Library and a decrease of \$1,107,792, or 15%, for the Foundation in comparison with the prior year.
- At the end of the current fiscal year, unassigned fund balance for the governmental funds was \$7,219,464 or 36% of total governmental fund expenditures. The Library portion of this amount excluding its Foundation was \$7,219,464, or 53%, of Library governmental fund expenditures.

Overview of Financial Statements

This annual report consists of three parts: *management's discussion and analysis* (this section), the *basic financial statements*, and *required supplementary information* (Budgetary Comparison Schedule). The basic financial statements include information that presents two different views of the Library.

The Library's basic financial statements not only include the Library but also its blended component unit, Fayetteville Public Library Foundation (Foundation). The Foundation, although a legal separate entity, is, in substance, part of the Library's operations since its primary function is to raise funds for the benefit of the Library. The Board of Directors for the Foundation is appointed by the Board of Trustees for the Library. The effect of the transactions between the Library and Foundation is eliminated in the basic financial statements.

Governmental funds are used to account for essentially the same functions reported as in the government-wide financial statements (statement of net position and statement of activities columns on pages 9 and 10, respectively). However, unlike the government-wide financial statements, government fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Library's near-term financing requirements.

Major funds of the Library are as follows:

General Fund – This is the Library's primary operating fund. It accounts for all financial resources of the general government.

Fayetteville Public Library (FPL) Foundation Fund – This fund accounts for restricted and unrestricted contributions and other funds of the Library not included in the General Fund.

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The adjustment column of the financial statements represents adjustments necessary to convert the governmental fund financial statements to the government-wide financial statements under the full accrual method of accounting. The adjustments columns provide reconciliations to facilitate the comparison between the governmental fund and government-wide financial statements.

The fourth column presents the Library's *government-wide financial statements*, which are designed to provide readers with a broad overview of the Library's finances in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Library's assets, liabilities, and deferred inflows/outflows of resources with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Library is improving or deteriorating.

The *statement of activities* presents information showing how the Library's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Because the focus of the governmental fund is narrower than that of the government-wide financial statements, it is useful to compare the information presented for the governmental fund with similar information presented for the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Library's near-term financing decisions.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the information in the financial statements.

Government-Wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Library, assets exceeded liabilities and deferred inflows of resources by \$56,989,012 at the close of the most recent fiscal year.

A portion of the Library's net position (29%) is unrestricted and may be used to meet the Library's ongoing obligations to citizens and creditors.

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Table 1: Statements of Net Position

	<u>2024</u>	<u>2023</u>
Current and other assets	\$ 25,620,039	\$ 27,387,253
Capital assets, net	33,149,885	33,126,148
Total assets	<u>58,769,924</u>	<u>60,513,401</u>
Current and other liabilities	1,780,912	6,924,960
Total liabilities	<u>1,780,912</u>	<u>6,924,960</u>
Net investment in capital assets	32,568,538	27,596,672
Restricted	8,155,760	7,610,078
Unrestricted	16,264,714	18,381,691
Total net position	<u>\$ 56,989,012</u>	<u>\$ 53,588,441</u>

An additional portion of the net position (57%) reflects its net investment in capital assets (e.g., land, buildings, library materials, and furniture and equipment). The Library uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. The remaining balance of net position (14%) represents resources that are subject to external restrictions on how they may be used. Combined unrestricted net position decreased 12% and total net position increased 6% due to revenues exceeding expenses in 2024 by \$3,400,571.

Table 2: Statements of Activities

	<u>2024</u>	<u>2023</u>
Revenues		
Grants and contributions	\$ 6,776,562	\$ 5,375,493
Property taxes	9,814,219	9,223,129
Fines and fees	82,398	102,915
Investment income	813,864	796,829
Miscellaneous	654,181	747,165
Total Revenues	<u>18,141,224</u>	<u>16,245,531</u>
Expenses	<u>14,740,653</u>	<u>14,302,006</u>
Changes in Net Position	3,400,571	1,943,525
Net Position, Beginning of Year	<u>53,588,441</u>	<u>51,644,916</u>
Net Position, End of Year	<u>\$ 56,989,012</u>	<u>\$ 53,588,441</u>

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In 2024, revenues increased by \$1,765,930, or 12%, and expenses increased by \$308,884, or 2%, primarily due to:

- An increase in property tax revenue of \$591,090.
- An increase in capital campaign contributions of \$2,130,420.
- A decrease of \$663,000 of contributions from the primary government.
- An increase in personnel services of \$327,840 due to the Library expansion.

Financial Analysis of the Governmental Fund

As noted earlier, the focus of the Library's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Library's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a Library's net resources available for discretionary use at the end of the fiscal year.

As of the end of the current fiscal year, the general fund of the Library reported ending fund balances of \$7,337,549. Approximately 98% of the Library's ending fund balance amount constitutes unassigned fund balance, which is available for spending at the Library's discretion. The remainder of the fund balance has spending constraints placed on the purpose for which resources can be used.

As of the end of the current fiscal year, the FPL Foundation fund reported ending fund balances of \$7,602,901. 100% of the fund balance has spending constraints placed on the purpose for which resources can be used.

The total fund balance of the general fund of the Library decreased by \$280,276 during the current fiscal year. A key factor in the change is an increase in capital outlay.

The total fund balance of the FPL Foundation fund decreased by \$1,107,792 during the current fiscal year. A key factor in the change is an increase in debt service payments.

Capital Assets

At the end of 2024, the Library had \$33,149,885 investment in capital assets, as detailed in Note 4 to the financial statements, an increase of \$23,737. The increase is primarily due to capital assets additions of \$2,314,900 and depreciation expense of \$2,220,798.

Long-Term Debt

At the end of 2024, the Foundation had total debt outstanding of \$581,347. This is a decrease of \$4,871,840 from 2023 mainly due to accelerated principal reduction on the outstanding debt due to amounts received on pledges.

Budgetary Highlights

Differences between the final budget and the actual results (budgetary basis) as reported on page 24 can be briefly summarized as follows:

- Total revenues were over budget by 6.7%.
- Total expenditures were under budget by 15.9%.
- Overall change in fund balance was a decrease of \$260,083.

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Economic Factors and Next Year's Budget

Economic conditions for the Library continued to show improvement compared to 2024. Assessed value for total property used for property tax revenue for the Library has shown stable growth throughout the years and continued to increase by 10.2% in 2024.

The Library's adopted operating budget for 2025 was decreased to \$14.0 million, which was a \$2.3 million decrease from the 2024 budget. Revenues in the 2025 budget decrease approximately \$1.7 million from the 2024 budget. These changes were primarily due to 2024 grant revenue and expenditures not expected to be repeated in 2025 and a decrease in property tax revenues in 2025.

The Library continues to face uncertain economic conditions in 2025. However, even though future economic conditions remain unclear at this time, the administration of the Library feels confident that the economic future of the Library remains very bright in the long run.

Contacting the Library's Financial Management

This financial report is designed to provide a general overview of the Library's finances for all those with an interest in them. Questions concerning any of the information provided in this report or requests for additional financial information should be mailed to the following address:

Office of the Director of Financial Services
Fayetteville Public Library
401 W. Mountain
Fayetteville, AR 72701

Fayetteville Public Library
A Component Unit of the City of Fayetteville, Arkansas
Governmental Funds Balance Sheet/Statement of Net Position
(With Summarized Comparative Financial Information for the Statement of Net Position
for the Year Ended December 31, 2023)
December 31, 2024

	General Fund	FPL Foundation Fund	Total	Adjustments	Statement of Net Position	2023 Summarized Statement of Net Position
ASSETS						
Cash and cash equivalents	\$ 3,983,451	\$ 1,945,227	\$ 5,928,678	\$ -	\$ 5,928,678	\$ 5,255,468
Investments	2,577,626	195,262	2,772,888	-	2,772,888	3,471,226
Accounts receivable	245,065	-	245,065	-	245,065	87,231
Property taxes receivable, net	10,353,216	-	10,353,216	-	10,353,216	9,336,343
Pledges receivable, net	-	148,227	148,227	-	148,227	1,636,216
Grants receivable	47,476	-	47,476	-	47,476	245,517
Other receivable	16,056	-	16,056	-	16,056	3,354
Accrued interest receivable	14,945	1,485	16,430	-	16,430	33,600
Due from other funds	533,802	-	533,802	(533,802)	-	-
Prepaid expense	118,085	10,626	128,711	-	128,711	127,082
Long-term note receivable	-	460,479	460,479	-	460,479	467,408
Restricted						
Cash and cash equivalents	-	1,171,061	1,171,061	-	1,171,061	1,774,705
Investments	-	4,320,314	4,320,314	-	4,320,314	4,938,981
Accrued interest receivable	-	11,438	11,438	-	11,438	10,122
Capital assets, net	-	-	-	33,149,885	33,149,885	33,126,148
Total Assets	\$ 17,889,722	\$ 8,264,119	\$ 26,153,841	\$ 32,616,083	\$ 58,769,924	\$ 60,513,401

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Governmental Funds Balance Sheet/Statement of Net Position
(With Summarized Comparative Financial Information for the Statement of Net Position
for the Year Ended December 31, 2023)
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(Continued)

	General Fund	FPL Foundation Fund	Total	Adjustments	Statement of Net Position	2023 Summarized Statement of Net Position
LIABILITIES						
Accounts payable	\$ 160,626	\$ 1,636	\$ 162,262	\$ -	\$ 162,262	\$ 490,812
Accrued expenses	104,463	9,911	114,374	412,947	527,321	568,121
Due to other funds	-	533,802	533,802	(533,802)	-	-
Notes payable	-	-	-	581,347	581,347	5,453,187
Unearned revenue	504,982	5,000	509,982	-	509,982	412,840
Total Liabilities	770,071	550,349	1,320,420	460,492	1,780,912	6,924,960
DEFERRED INFLOWS OF RESOURCES						
Unavailable revenue – property taxes	9,782,102	-	9,782,102	(9,782,102)	-	-
Unavailable revenue – contributions	-	110,869	110,869	(110,869)	-	-
Total Deferred Inflows of Resources	9,782,102	110,869	9,892,971	(9,892,971)	-	-
FUND BALANCES/NET POSITION						
Fund balances						
Nonspendable						
Prepaid expense	118,085	-	118,085	(118,085)		
Permanent endowment	-	1,250,000	1,250,000	(1,250,000)		
Restricted	-	3,880,368	3,880,368	(3,880,368)		
Assigned	-	2,472,533	2,472,533	(2,472,533)		
Unassigned	7,219,464	-	7,219,464	(7,219,464)		
Total Fund Balances	7,337,549	7,602,901	14,940,450	(14,940,450)		
Total Liabilities, Deferred Inflows, and Fund Balances	\$ 17,889,722	\$ 8,264,119	\$ 26,153,841	\$ (24,372,929)		
NET POSITION						
Net investment in capital assets				\$ 32,568,538	\$ 32,568,538	\$ 27,596,672
Restricted for capital assets						
Expendable				73,864	73,864	52,638
Nonexpendable				500,000	500,000	500,000
Restricted for debt service						
Expendable				3,025,392	3,025,392	2,734,041
Restricted for children's library						
Nonexpendable				750,000	750,000	750,000
Restricted for the volunteer program						
Expendable				556,527	556,527	511,612
Restricted for NEH Grant						
Expendable				3,249,977	3,249,977	3,061,787
Unrestricted				16,264,714	16,264,714	18,381,691
Total Net Position				\$ 56,989,012	\$ 56,989,012	\$ 53,588,441

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Statement of Governmental Funds Revenues, Expenditures and
Changes in Fund Balances/Statement of Activities
(With Summarized Comparative Financial Information for the Statement of activities
For The Year Ended December 31, 2023)
December 31, 2024

	General Fund	FPL Foundation Fund	Total	Adjustments	Statement of Activities	2023 Summarized Statement of Activities
Revenues						
Contributions						
From primary government	\$ 2,618,401	\$ -	\$ 2,618,401	\$ -	\$ 2,618,401	\$ 3,281,401
Capital campaign – expansion	-	3,597,861	3,597,861	(1,016,307)	2,581,554	451,134
Other	101,251	58,361	159,612	-	159,612	120,118
Property taxes	8,872,183	-	8,872,183	942,036	9,814,219	9,223,129
Investment income	242,792	571,072	813,864	-	813,864	796,829
Fines and fees	82,398	-	82,398	-	82,398	102,915
Grant revenue	732,022	516,806	1,248,828	-	1,248,828	1,358,378
State aid	168,167	-	168,167	-	168,167	164,462
Insurance proceeds	-	289,522	289,522	(289,522)	-	-
Miscellaneous	473,878	180,303	654,181	-	654,181	747,165
Total Revenues	13,291,092	5,213,925	18,505,017	(363,793)	18,141,224	16,245,531
Expenditures/Expenses						
Current						
Personnel services	5,707,992	205,434	5,913,426	32,667	5,946,093	5,618,253
Services and charges	1,633,610	-	1,633,610	-	1,633,610	1,815,506
Materials and supplies	943,062	-	943,062	-	943,062	756,192
Maintenance	176,064	-	176,064	-	176,064	365,419
Public relations	-	25,940	25,940	-	25,940	15,018
Depreciation	-	-	-	2,220,798	2,220,798	2,123,030
Other	66,384	593,633	660,017	-	660,017	695,520
Loss on fire event	348,920	-	348,920	(219,157)	129,763	-
Transfers to primary government	2,853,191	-	2,853,191	-	2,853,191	2,658,269
Capital outlay	2,314,900	-	2,314,900	(2,314,900)	-	-
Debt Service						
Principal	-	4,871,840	4,871,840	(4,871,840)	-	-
Interest	-	152,115	152,115	-	152,115	254,799
Total Expenditures/Expenses	14,044,123	5,848,962	19,893,085	(5,152,432)	14,740,653	14,302,006
Excess (Deficiency) of Revenues Over Expenditures	(753,031)	(635,037)	(1,388,068)	4,788,639	3,400,571	-
Other Financing Sources (Uses)						
Transfers – internal activities	472,755	(472,755)	-	-	-	-
Total Other Financing Sources (Uses)	472,755	(472,755)	-	-	-	-
Net Change in Fund Balances	(280,276)	(1,107,792)	(1,388,068)	1,388,068	3,400,571	-
Change in Net Position	-	-	-	3,400,571	3,400,571	1,943,525
Fund Balances/Net Position						
Beginning of the year	7,617,825	8,710,693	16,328,518	38,006,915	53,588,441	51,644,916
End of Year	\$ 7,337,549	\$ 7,602,901	\$ 14,940,450	\$ 42,795,554	\$ 56,989,012	\$ 53,588,441

Nature of Operations and Summary of Significant Accounting Policies

Nature of Operations and Reporting Entity

Fayetteville Public Library (Library) is located in Fayetteville, Arkansas. The Library is a component unit of the City of Fayetteville, Arkansas (City). The Mayor of the City appoints all seven members of the Library's board of trustees and the City provides the Library with financial assistance and a major portion of the Library's budget. The accompanying financial statements present the Library and its component unit, an entity for which the Library is considered to be financially accountable. Blended component units, although legally separate entities, are, in substance, part of the Library's operations.

Blended Component Unit. Fayetteville Public Library Foundation (Foundation) provides fundraising for the Library and is governed by a board comprised of members appointed by the board of trustees of the Library. The Foundation is reported as the Library's other major governmental fund. Complete financial statements of the Foundation may be obtained from the office of its Director of Development at 401 W. Mountain, Fayetteville, Arkansas.

Measurement Focus, Basis of Accounting, and Presentation

Government-Wide Financial Statements

The government-wide financial statements of the Library have been prepared on the accrual basis of accounting using the economic resources measurement focus. Revenues, expenses, gains, losses, assets, and liabilities from exchange and exchange-like transactions are recognized when the exchange transaction takes place, while those from government-mandated nonexchange transactions (principally grants and property taxes) are recognized when all applicable eligibility requirements are met. Revenues and expenses include exchange transactions and program-specific, government-mandated nonexchange transactions. The Library first applies restricted net position when an expense or outlay is incurred for purposes for which both restricted and unrestricted net position are available.

Fund Financial Statements

Fund financial statements provide information about the Library's funds.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. "Available" means collectible within the current period or soon enough thereafter to pay current liabilities. The Library considers revenues to be available if the revenues are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments and compensated absences, which are recognized as expenditures when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds.

Major revenue sources susceptible to accrual include property taxes and grants.

Fund Accounting

The financial activities of the Library are recorded in individual funds. A fund is a separate accounting entity with a self-balancing set of accounts. The Library uses fund accounting to report on its financial position and results of operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

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The Library reports the following major governmental funds:

General Fund – This is the Library’s primary operating fund. It accounts for all financial resources of the general government.

Fayetteville Public Library (FPL) Foundation Fund – This fund accounts for restricted and unrestricted contributions and other funds of the Library not included in the General Fund.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and deferred inflows/outflows of resources and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenses, and other changes in net position during the reporting period. Actual results could differ from those estimates.

Cash Equivalents

The Library considers all liquid investments with original maturities of three months or less to be cash equivalents. At December 31, 2024, cash equivalents consisted of money market funds with brokers.

Restricted cash equivalents consist of those short-term liquid investments held for use by the Library that have been limited by donors to a specific time period or purpose.

Property Taxes

Property taxes are levied each November 1 on the assessed value listed as of January 1 for all real and personal property. The property tax is considered due on the first Monday in February (the lien date) after the levy; however, the tax is not considered delinquent until October 16 of that year. As a result, the majority of the tax is not collected within the time frame necessary to finance the liabilities of the current period. Property taxes, which remain delinquent for a period of three years, are certified to the land commissioner where a lien is recorded and held on file. If property taxes remain delinquent for a period of seven years, the property will be subsequently sold by the land commissioner.

In the governmental funds, property taxes are measurable when levied even though not available. As a result, at December 31, 2024, property taxes receivable of \$10,353,216 and related deferred inflows of resources of \$9,782,102 have been recorded in the governmental funds. In the government-wide statement of net position, property taxes are considered earned at the time levied. In addition to property taxes levied, any delinquent taxes are recorded net of amounts considered uncollectible. The appraised value of taxable property upon which the property tax is levied is determined by the county assessor. The assessor estimates full market value of the property and applies the statutory rate of 20% to arrive at assessed value.

During August 2016, the City of Fayetteville, Arkansas, held a special election related to an increase in property taxes for the benefit of the Library. An increase of one and one-half (1.5) mills was passed as it relates to the maintenance and operation of Fayetteville Public Library. In addition, a separate tax of one and two-tenths (1.2) mills was passed to be pledged to the issuance of bonds not to exceed \$26,500,000 to finance capital improvements to Fayetteville Public Library. These bonds were issued in June 2017. Property taxes of \$3,025,392 for the 1.2 mills are included in the property tax receivable of \$10,353,216 and are shown as restricted for debt service on the statement of net position.

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Pledges Receivable

Pledges receivable consist of promises to give made by donors. Pledges receivable are recorded net of estimated uncollectible amounts and discounted to present value for pledges due in more than one year. The Foundation provides an allowance for doubtful accounts, which is based upon a review of outstanding receivables, historical collection information, and existing economic conditions.

Notes Receivable

Notes receivable consist of amounts due from sale of property. Notes receivable are recorded net of estimated uncollectible amounts. The Foundation provides an allowance for doubtful accounts, which is based upon a review of outstanding receivables, historical collection information, and existing economic conditions.

Investments and Investment Income

Investments in U.S. Treasury, agency, and instrumentality obligations with a remaining maturity of one year or less at time of acquisition and in nonnegotiable certificates of deposit are carried at amortized cost. All other investments are carried at fair value. Fair value is determined using quoted market prices.

Restricted investments consist of those investments held for use by the Library that have been limited by donors to a specific time period or purpose.

Investment earnings include dividend and interest income, realized gains and losses on investments carried at other than fair value and the net change for the year in the fair value of investments carried at fair value.

Capital Assets

Capital assets are recorded at cost at the date of acquisition, or acquisition value at the date of donation if acquired by gift. Depreciation is computed using the straight-line method over the estimated useful life of each asset. The following estimated useful lives are being used by the Library:

Film	5 years
Books and publications	3–10 years
Software	5–10 years
Equipment	5–15 years
Furniture and fixtures	5–20 years
Buildings	30–50 years

Collections

All collections of works of art, historical treasures, and similar assets are capitalized. Items added to the collections are capitalized at cost if purchased or at estimated acquisition value on the acquisition date if donated. Collection items sold or removed are reported as unrestricted or temporarily restricted gains or losses depending on donor stipulations, if any, placed on the items at the time of acquisition. These collections are considered inexhaustible and have extraordinarily long useful lives, and as such, these items are not depreciated.

Compensated Absences

Library policies permit most employees to accumulate leave with pay benefits that may be realized as paid time off or, in limited circumstances, as a cash payment. The Library's policy is that leave earned in the current year is used prior to leave earned in a previous period. Expenses and the related liability are recognized when it is more likely than not that leave will be taken or settled through cash payments. Compensated absence liabilities are computed using the regular pay rates in effect at the balance sheet date plus an additional amount for

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compensation-related payments such as social security and Medicare taxes computed using rates in effect at that date. The estimated compensated absences liability is included in accrued expenses on the statement of net position.

Deferred Outflows of Resources and Deferred Inflows of Resources

A deferred inflow of resources is an acquisition of net position by the Library that is applicable to a future reporting period and a deferred outflow of resources is a consumption of net position by the Library that is applicable to a future period. Both deferred inflows and outflows are reported in the statement of net position but are not recognized in the financial statements as revenues and expenditures until the period(s) to which they relate. The governmental funds report unavailable revenues from two sources: property taxes and contributions. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. The statement of net position reports unavailable revenue from contributions only due to time restrictions.

Net Position

Net position of the Library is classified in four components. Net investment in capital assets consist of capital assets net of accumulated depreciation and reduced by the outstanding balances of borrowings used to finance the purchase or construction of those assets. Restricted expendable net position is noncapital assets that must be used for a particular purpose as specified by creditors, grantors, or donors external to the Library. Restricted nonexpendable net position is noncapital assets whose restrictions are permanent in nature as specified by donors external to the Library. Unrestricted net position is remaining assets and deferred outflows less remaining liabilities and deferred inflows that do not meet the definition of net investment in capital assets, restricted expendable, or restricted nonexpendable.

When both restricted and unrestricted resources are available for use, it is the Library's policy to use restricted resources first, then unrestricted resources as they are needed.

Fund Balance – Governmental Funds

The fund balances for the Library's governmental funds are displayed in four components:

Nonspendable – Nonspendable fund balances are not in a spendable form or are required to be maintained intact.

Restricted – Restricted fund balances may be spent only for the specific purposes stipulated by external resource providers, constitutionally or through enabling legislation. Restrictions may be changed or lifted only with the consent of resource providers.

Assigned – Assigned fund balances include amounts intended to be used for specific purposes as specified by the Foundation's management or governing board.

Unassigned – Unassigned fund balance is the residual classification for the general fund and includes all amounts not contained in the other classifications.

The Library considers restricted amounts to have been spent when an expenditure is incurred for purposes for which both restricted and unassigned fund balance is available. The Library applies restricted amounts first and then unassigned amounts when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

Fayetteville Public Library
A Component Unit of the City of Fayetteville, Arkansas
Notes to Financial Statements
December 31, 2024

Income Taxes

The Foundation is exempt from income taxes under section 501 of the Internal Revenue Code and similar provision of state law. However, the Foundation is subject to federal income tax on any unrelated business taxable income. The Foundation files tax returns in the U.S. Federal Jurisdiction.

Reconciliation of Fund Financial Statements to Government-Wide Financial Statements

Total fund balances and the net change in fund balances of the Library’s General Fund and the FPL Foundation Fund differs from net position and change in net position of the governmental activities reported in the statement of net position and statement of activities. These differences primarily result from the long-term economic focus of the statement of net position and statement of activities versus the current financial resources focus of the governmental fund balance sheet and the statement of revenues, expenditures, and changes in fund balances. The following are reconciliations of fund balances to net position and the net change in fund balances to the net change in net position:

Total fund balances	\$ 14,940,450
Amounts reported in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	33,149,885
Amounts reported as deferred inflows of resources are not recognized at the fund level on the modified accrual basis are reported as revenues on the full accrual basis in the government-wide financial statements.	9,892,971
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.	
Accrued compensated absences	(412,947)
Notes payable	<u>(581,347)</u>
Total net position	<u><u>\$ 56,989,012</u></u>

Fayetteville Public Library
A Component Unit of the City of Fayetteville, Arkansas
Notes to Financial Statements
December 31, 2024

Change in fund balances	\$ (1,388,068)
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Amounts reported in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, for government-wide statements, the costs of those assets are allocated over estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period.	23,737
Contribution revenues that do not provide current financial resources are not reported as revenues for the funds but are reported as revenues in the statement of activities.	(1,016,307)
Property tax revenues that do not provide current financial resources are not reported as revenues for the funds but are reported as revenues in the statement of activities.	942,036
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment consumes current financial resources. Neither transaction has any effect on net position. This amount is the net effect of these differences in the treatment of long-term debt.	4,871,840
Accrued expenses, such as compensated absences reported in the statement of activities do not require the use of current financial resources and, therefore, are not expenditures in the funds.	<u>(32,667)</u>
Change in net position	<u><u>\$ 3,400,571</u></u>

Deposits, Investments, and Investment Income

Deposits

Custodial credit risk is the risk that in the event of a bank failure, a government's deposits may not be returned to it.

State law requires collateralization of all deposits of public funds with federal depository insurance, bonds and other obligations of the U.S. Treasury, U.S. agencies, or instrumentalities of the State of Arkansas. No legal opinion has been obtained regarding the enforceability of any of the collateral arrangements.

Library

The Library's deposit policy for custodial credit risk requires compliance with the provisions of state law. At December 31, 2024, the Library had bank balances of \$1,277,174 that were all insured (FDIC) or collateralized with securities held by the Library or the Library's agents in the Library's name. The carrying value of these deposits as of December 31, 2024 was \$1,302,043.

Fayetteville Public Library
A Component Unit of the City of Fayetteville, Arkansas
Notes to Financial Statements
December 31, 2024

Foundation

The Foundation’s deposit policy for custodial credit risk requires compliance with the provisions of state law. At December 31, 2024, bank balances of \$547,275 were all insured (FDIC) or collateralized with securities held by the Foundation or the Foundation’s agent in the Foundation’s name. The carrying value of these deposits as of December 31, 2024 was \$609,794.

Investments

Library

The Library may legally invest in direct obligations of the U.S. Government and agencies, collateralized certificates of deposit, prerefunded municipal bonds, corporate bonds, collateralized repurchase agreements, treasury money markets, local government trusts, and savings accounts.

The Library had the following investments and maturities at December 31, 2024:

Type	Fair Value	Maturities in Years		
		Less Than 1	1–5	6–10
U.S. treasury obligations	\$ 1,885,365	\$ 1,659,307	\$ 226,058	\$ -
Money market mutual funds	2,641,499	2,641,499	-	-
Corporate bonds	614,493	317,819	296,674	-
	<u>\$ 5,141,357</u>	<u>\$ 4,618,625</u>	<u>\$ 522,732</u>	<u>\$ -</u>

In compliance with GASB Statement No. 72, *Fair Value Measurement and Application*, the Library categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

The Library had the following recurring fair value measurements as of December 31, 2024:

- U.S. treasury obligations of \$1,885,365 are valued using quoted market prices (Level 1 inputs).
- Money market mutual funds of \$2,641,499 are valued using quoted market prices (Level 1 inputs).
- Corporate bonds of \$614,493 are valued using quoted market prices (Level 1 inputs).

Interest Rate Risk – As a means of limiting its exposure to fair value losses arising from rising interest rates, the Library’s investment policy attempts to match investment maturities with cash flow requirements. Money market mutual funds are used to meet the short-term cash flow needs of the Library. Other investments are allowed within a range of maturities of 90 days to 10 years and over. Some of the Library’s investments have maturities over five years to maximize interest earnings.

Custodial Credit Risk – For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Library will not be able to recover the value of its investment or collateral securities that are in the possession of an outside party. The Library’s investment policy does not address custodial credit risk.

Fayetteville Public Library
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Credit Risk – Credit risk is the risk that the issuer or other counterparty to an investment will not fulfill its obligations. It is the Library’s policy to invest no more than 20% in corporate debt or in securities of a management type investment company or investment trust. It is the Library’s policy to limit its investments in corporate bonds to issues that are rated investment grade by Standard & Poor’s and Moody’s Investors Service and shall maintain an A- average rating or better for Standard & Poor’s and an A3 average rating or better for Moody’s Investors Service. Investment in commercial paper will be rated A-1/P-1. At December 31, 2024, the Library’s investments in U.S. agencies obligations and corporate bonds were rated an average rate of AA by Standard & Poor rating and an average rate of Aa1 by Moody’s Investors Service.

Concentration of Credit Risk – The Library’s policy states that investments shall be diversified by limiting investments to avoid concentration in securities from a specific issuer less than or equal to 5% of the cost basis of the Library’s portfolio at the time of purchase.

Foundation

The Foundation had the following investments and maturities at December 31, 2024:

Type	Fair Value	Maturities in Years		
		Less than 1	1–5	6–10
Corporate bonds	\$ 1,036,130	\$ 19,845	\$ 877,683	\$ 138,602
Money market mutual funds	2,506,494	2,506,494	-	-
U.S. treasury obligations	675,030	412,350	262,680	-
	<u>4,217,654</u>	<u>\$ 2,938,689</u>	<u>\$ 1,140,363</u>	<u>\$ 138,602</u>
Corporate stocks	2,409,429			
Exchange-traded funds	219,969			
Certificates of deposit	46,846			
Mutual funds	<u>128,172</u>			
	<u>\$ 7,022,070</u>			

In compliance with GASB 72, the Foundation categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

The Foundation had the following recurring fair value measurements as of December 31, 2024:

- Corporate bonds and stocks of \$1,036,130 and \$2,409,429, respectively, are valued using quoted market prices (Level 1 inputs).
- Money market mutual funds and mutual funds of \$2,506,494 and \$128,172, respectively, are valued using quoted market prices (Level 1 inputs).
- Exchange-traded funds of \$219,969 are valued using quoted market prices (Level 1 inputs).
- Certificates of deposit of \$46,846 are valued using observable inputs for similar securities (Level 2 inputs).
- U.S. agency obligations of \$675,030 are valued using quoted market prices (Level 1 inputs).

Fayetteville Public Library
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Notes to Financial Statements
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Interest Rate Risk – As a means of limiting its exposure to fair value losses arising from rising interest rates, the Foundation’s investment policy limits its investment fixed income portfolio to maturities of no more than 10 years or non-public in nature.

Credit Risk – Credit risk is the risk that the issuer or other counterparty to an investment will not fulfill its obligations. It is the Foundation’s policy to limit its investments in corporate bonds to issues that are rated investment grade by Standard & Poor’s and Moody’s Investors Service and shall maintain an A+ average rating or better for Standard & Poor’s and an A1 average rating or better for Moody’s Investors Service. At December 31, 2024, the Foundation’s investments in U.S. agencies obligations and corporate bonds were rated an average rate of A by Standard & Poor rating and an average rate of A1 by Moody’s Investors Service.

Custodial Credit Risk – For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Foundation will not be able to recover the value of its investment or collateral securities that are in the possession of an outside party. The Foundation’s investment policy does not address custodial credit risk.

Concentration of Credit Risk – The Foundation’s investment policy dictates that except for U.S. Treasury or agency obligations, the Foundation’s investment portfolio shall contain no more than 5% exposure to any issuer.

Summary of Carrying Values

The carrying values of deposits and investments shown above are included in the statement of net position as follows:

Carrying value		
Library		
Deposits	\$	1,338,877
Cash on hand		3,074
Investments		5,219,126
Foundation		
Deposits		588,294
Cash on hand		21,500
Investments		7,022,070
		<u>7,022,070</u>
	\$	<u>14,192,941</u>

Included in the following statement of net position captions		
Cash and cash equivalents	\$	5,928,678
Restricted cash and cash equivalents		1,171,061
Investments		2,772,888
Restricted investments		4,320,314
		<u>4,320,314</u>
	\$	<u>14,192,941</u>

Fayetteville Public Library
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Investment Income

Investment income consisted of the following for the year ended December 31, 2024:

Interest and dividend income	\$ 443,161
Net increase in fair value of investments	370,703
	<u>\$ 813,864</u>

Capital Assets

Capital assets activity was as follows for the year ended December 31, 2024:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Transfers</u>	<u>Ending Balance</u>
Land	\$ 2,029,755	\$ -	\$ -	\$ -	\$ 2,029,755
Buildings	33,039,099	-	(47,704)	-	32,991,395
Software	359,669	-	(137,887)	-	221,782
Books and publications	7,001,438	545,207	(4,925,947)	-	2,620,698
Furniture, fixtures, and equipment	10,290,379	1,769,693	(1,382,608)	93,116	10,677,464
Library-owned art	1,008,291	-	-	-	1,008,291
Film	180,000	-	-	-	180,000
Construction in progress	93,116	-	-	(93,116)	93,116
	<u>54,001,747</u>	<u>2,314,900</u>	<u>(6,494,146)</u>	<u>-</u>	<u>49,822,501</u>
Less accumulated depreciation					
Buildings	8,896,516	660,659	(30,141)	-	9,527,034
Software	179,168	36,459	(136,505)	-	79,122
Books and publications	6,144,444	501,716	(4,925,947)	-	1,720,213
Furniture, fixtures, and equipment	5,475,471	1,021,964	(1,331,188)	-	5,166,247
Film	180,000	-	-	-	180,000
	<u>20,875,599</u>	<u>2,220,798</u>	<u>(6,423,781)</u>	<u>-</u>	<u>16,672,616</u>
Capital assets, net	<u>\$ 33,126,148</u>	<u>\$ 94,102</u>	<u>\$ (70,365)</u>	<u>\$ -</u>	<u>\$ 33,149,885</u>

Fayetteville Public Library
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Notes to Financial Statements
December 31, 2024

Long-Term Loan

Foundation

The Foundation had a \$7,486,532 promissory note maturing on June 1, 2027, with annual principal payments of \$500,000. At December 31, 2024, there was \$581,347 outstanding on this loan. See rollforward below. The loan is collateralized by all pledges of the Foundation. Interest was 3.95% at December 31, 2024 and is payable monthly.

<u>Debt Outstanding</u>	<u>Balance at December 31, 2023</u>	<u>Payments</u>	<u>Balance at December 31, 2024</u>
Generations Bank Loan	\$ 5,453,187	\$ 4,871,840	\$ 581,347

The following is a schedule of remaining debt service payments to maturity on an annual basis:

<u>Year Ending</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	\$ 500,000	\$ 19,750	\$ 519,750
2026	81,347	3,213	84,560
	<u>\$ 581,347</u>	<u>\$ 22,963</u>	<u>\$ 604,310</u>

Interfund Transfers

During the year ended December 31, 2024, the following transfers were made between the Library and the Foundation:

- \$118,246 transfer of funds from the Foundation to the Library for payments relating to investments
- \$64,987 transfer of funds from the Foundation to the Library related to federal grant funds

Pension Plan

The Library contributes to a defined contribution pension plan covering substantially all employees. Pension expense is recorded for the amount of the Library's required contributions, determined in accordance with the terms of the plan. The plan is administered by Bank of Arkansas Wealth Management. The plan provides retirement benefits to plan members and their beneficiaries. Benefit provisions are contained in the plan document and were established and can be amended by action of the Library's governing body. Plan members were required to contribute, at a minimum, 3% of covered payroll up to a maximum of \$19,500 for 2024. The Library's contribution is a discretionary 6% to 12% of each participant's annual compensation and both the employer and employee contributions are immediately fully vested. Contributions actually made during 2024 by plan members and the Library aggregated \$312,678 and \$357,632, respectively.

Risk Management

The Library is exposed to various risks of loss from torts; theft of, damage to, and destruction of assets; business interruption; errors and omissions; employee injuries and illnesses; natural disasters; and employee health, dental, and accident benefits. Commercial insurance coverage is purchased for claims arising from such matters. Settled claims have not exceeded this commercial coverage in any of the three preceding years.

Foundation Endowments and Similar Funds

The Foundation's board of directors has established an investment policy with the objective of protecting the principal of these investments and maximizing total investment return without assuming extraordinary risks. It is the goal of the Foundation to provide spendable income levels that are reasonably stable and sufficient to ensure a proper balance between the preservation of corpus and enhancement of the purchasing power of investment earnings. As of December 31, 2024, the Foundation had a total of \$73,864 of net appreciation from investment of donor-restricted endowments available for expenditure. This amount is reported in restricted fund balance in the governmental fund balance sheet and in various categories of expendable restricted net position on the statement of net position. The laws of the State of Arkansas do not currently restrict the Foundation's ability to spend net appreciation on donor-restricted endowment funds.

Required Supplementary Information

Fayetteville Public Library
A Component Unit of the City of Fayetteville, Arkansas
Budgetary Comparison Schedule and Notes to Required Supplementary Information
Budgetary Basis
Year Ended December 31, 2024

	<u>Original</u>	<u>Final</u>	<u>GAAP Basis</u>	<u>Adjustments</u>	<u>Budgetary Basis</u>	<u>Final Budget-Budgetary Basis Variance</u>
Revenues						
Contributions						
From primary government	\$ 2,618,401	\$ 2,618,401	\$ 2,618,401	\$ -	\$ 2,618,401	\$ -
From Foundation	-	-	472,755	-	472,755	472,755
Other	4,000	-	101,251	-	101,251	101,251
Property taxes	8,543,097	8,543,097	8,872,183	-	8,872,183	329,086
Investment income	-	-	242,792	-	242,792	242,792
Fines and fees	62,700	62,700	82,398	-	82,398	19,698
Grant revenue	305,000	499,750	732,022	-	732,022	232,272
State aid	141,150	141,152	168,167	-	168,167	27,015
Miscellaneous	725,500	725,500	473,878	20,193	494,071	(231,429)
Total Revenues	<u>12,399,848</u>	<u>12,590,600</u>	<u>14,112,767</u>	<u>20,193</u>	<u>14,132,960</u>	<u>1,542,360</u>
Expenditures						
Current						
Personnel services	5,881,535	5,935,889	5,707,992	-	5,707,992	(227,897)
Materials and supplies	2,863,447	3,016,599	943,062	-	943,062	(2,073,537)
Services and charges	1,819,919	2,040,339	1,633,610	-	1,633,610	(406,729)
Maintenance	157,455	189,088	176,064	-	176,064	(13,024)
Other	-	-	66,384	-	66,384	66,384
Transfers to primary government	2,809,000	2,809,000	2,853,191	-	2,853,191	44,191
Other	270,500	284,489	-	-	-	(284,489)
Capital outlay	1,884,385	2,013,303	2,314,900	-	2,314,900	301,597
Total Expenditures	<u>15,686,241</u>	<u>16,288,707</u>	<u>13,695,203</u>	<u>-</u>	<u>13,695,203</u>	<u>(2,593,504)</u>
Excess of Revenues Over (Under) Expenditures	<u>(3,286,393)</u>	<u>(3,698,107)</u>	<u>417,564</u>	<u>20,193</u>	<u>437,757</u>	<u>4,135,864</u>
Change in Fund Balances	<u>(3,286,393)</u>	<u>(3,698,107)</u>	<u>417,564</u>	<u>20,193</u>	<u>437,757</u>	<u>4,135,864</u>
Fund Balances, Beginning of Year	<u>7,617,825</u>	<u>7,617,825</u>	<u>7,617,825</u>	<u>-</u>	<u>7,617,825</u>	<u>-</u>
Fund Balances, End of Year	<u>\$ 4,331,432</u>	<u>\$ 3,919,718</u>	<u>\$ 8,035,389</u>	<u>\$ 20,193</u>	<u>\$ 8,055,582</u>	<u>\$ 4,135,864</u>

Budgets and Budgetary Accounting

The annual budget is prepared on the modified accrual basis for revenues and expenditures and adopted by the Library board of trustees. Subsequent amendments are approved by the board. Budgetary control is maintained at the Library program level.

The budgetary basis used for budget purposes excludes the revenues and expenditures of the Foundation since it is a blended component unit of the Library and does not adopt an annual budget.

Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With *Government Auditing Standards*

Independent Auditor's Report

Board of Trustees
Fayetteville Public Library
Fayetteville, Arkansas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the governmental activities and each major fund of the Fayetteville Public Library, as of and for the year ended December 31, 2024, and the related notes to the financial statements, and have issued our report thereon dated August 6, 2025.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the entity's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we do not express an opinion on the effectiveness of the entity's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the entity's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Forvis Mazars, LLP

**Rogers, Arkansas
August 6, 2025**



Resolution

A RESOLUTION TO ACCEPT DECEMBER 31, 2024 AUDITED FINANCIALS STATEMENTS FROM FORVIC, LLP.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE FAYETTEVILLE PUBLIC LIBRARY FOUNDATION:

Section 1: That the Board of Trustees hereby accepts the December 31, 2024 Audited Financial Statements from FORVIS, LLP as a part of the formal public record, and available for public review.

Sallie Overbey, President
Fayetteville Public Library Board of Trustees

Date

Amy Wilbourn, Treasurer
Fayetteville Public Library Board of Trustees

Date



MEMO

To: Fayetteville Public Library Board of Trustees
From: David Johnson, Executive Director
Date: October 20, 2025
Re: Update on 2026 Budget Process

Background:

Staff is nearing completion of the proposed 2026 budget, with the final component being the determination and approval of health insurance benefits for the upcoming plan year.

Last year, the Library transitioned from the City's health insurance plan to independent coverage. As this is our first full year on a stand-alone plan, carriers require sufficient claims data from the current plan year before providing renewal quotes. This has extended the timeline slightly compared to prior years, when rates were available earlier in the budget process.

Discussion:

We are working closely with our insurance broker, JTS Financial, to evaluate carrier options and finalize renewal rates. We anticipate receiving the final proposals by October 24, which will allow us to determine the best balance of coverage and cost for employees.

Our timeline for the open enrollment process is as follows:

- **November 5:** Group session to communicate carrier and rate information to staff
- **November 12–28:** Active open enrollment period

Given the timing, the final carrier selection and rates are not available for approval at this month's meeting. To maintain schedule alignment with open enrollment, we are proposing one of two options for the Board's consideration:

1. Authorize staff to finalize and sign carrier agreements once rates are received, with a summary update to be presented at the next Board meeting; or
2. Schedule a special meeting next week to review and approve the final carrier selection and rates prior to the November 5 group session.

Recommendation:

Staff recommends that the Board authorize the Executive Director or designee to approve and execute the final health insurance carrier agreements upon receipt of renewal rates, ensuring adequate time to prepare for open enrollment. A full update, including final carrier selection, rates, and employee contribution levels, will be presented at the next regular Board meeting.



Code PA-17

Date Approved: 5/18/09

Date Revised: 10/26/2015; 3/26/19; 4/8/2024(NA)

Policy Name: Catastrophic Leave Donation Bank

Employees of the Fayetteville Public Library may donate their unused Vacation Leave and/or Sick Leave hours to a Catastrophic Leave Donation Bank that has been established for the benefit of employees who have exhausted their own leave but require additional leave during and after a personal or family catastrophic illness or injury or a major disaster. If you have questions regarding the Catastrophic Leave Donation Bank, please contact Human Resources.

Catastrophic Leave Donation Bank: A pool of donated annual vacation and/or sick leave that may be awarded to eligible employees due to a catastrophic illness or injury or maternity purposes. Human Resources maintains the Bank.

Catastrophic Illness or Injury: A medical condition of an employee, spouse, parent of the employee, or a child of the employee as certified by a licensed physician or other qualified healthcare provider that requires an employee's absence from duty for a prolonged period of time and which, except for the catastrophic leave program, would result in substantial loss of income to the employee because of the exhaustion of all accrued leave.

Medical Condition: Emergencies limited to catastrophic and debilitating medical situations, severely complicated disabilities, or severe accidents of the employee or qualifying family member that could not have been anticipated and which cause the employee to be unable to perform their job, require a prolonged period of recuperation or require the employee's absence from duty as documented by a licensed physician or other qualified healthcare provider.

Eligibility Requirements for Catastrophic Leave:

1. The employee must be a regular, benefit-eligible Group I or Group II employee who is employed on a full-time or part-time basis to be eligible for catastrophic leave. Group III employees are ineligible to receive catastrophic leave.
2. Employees who are eligible must be employed for at least 1 year.
3. Employees requesting catastrophic leave for an illness or injury must have exhausted all accumulated sick, annual and holiday leave, and, at the onset of the illness or injury, had at least 40 hours of combined sick and annual leave, including holiday leave. The requirement to have 40 hours of combined sick and annual leave is not required if the employee is requesting catastrophic leave for maternity purposes.
4. The employee has not received a documented disciplinary action for leave abuse and has been in good-standing over the past 1-year period from the date of the request. This requirement does not apply for maternity purposes.
5. Catastrophic leave for maternity purposes can only be used within the first 12 weeks after the birth of the employee's child or placement of the adoptive or foster child in the employee's home. An employee shall not be eligible for an additional 12 weeks of catastrophic leave for maternity purposes for the adoption of a child if the employee took 12 weeks of leave after the initial foster placement of the same child in the employee's home.
6. Catastrophic leave shall not be awarded retroactively.

Catastrophic Leave Donations:

7. An employee with a Vacation Leave and/or Sick Leave balance of at least 40 hours may donate leave to the Catastrophic Leave Donation Bank.
 - a. Employees may donate up to 20 hours of Vacation Leave and/or Sick Leave annually.
 - b. Employees may donate in excess of 20 hours if they retain a minimum of 1 year's accrual of Sick Leave and

Vacation Leave and are permitted to donate hours in excess of the above referenced limits to the leave to the Catastrophic Leave Donation Bank. Employees may not donate in excess of 240 hours in the same year.

- c. Employees who donate leave may not determine who receives the hours and may not request a refund of the donated hours.

Who May Request Catastrophic Leave:

8. Eligible employees may request hours from the Catastrophic Leave Donation Bank by completing a request form that outlines the reason(s) for the requested leave.

Qualifying Events:

9. Donated leave may be used in the following qualifying events:
 - a. **Catastrophic Illness or Injury:** An employee may seek additional leave in the event they experience a catastrophic illness or injury or needs to tend to a parent, spouse/partner, or child who has experienced a catastrophic illness or injury, as already defined in this policy.
 - b. **Bereavement:** An employee may request leave hours in the event he/she needs additional time off for bereavement after the death of a parent, spouse/partner, or child.
 - c. **Major Disaster:** An employee may seek additional leave if he/she has been adversely affected by a major disaster. A "major disaster" is a disaster or emergency as declared by the President or Governor that warrants individual assistance or individual and public assistance from the federal government. Leave deposited on account of a particular disaster may be used by only those employees affected by that disaster. In addition, any donated leave that has not been used by recipients by the end of the specified time must be returned to the Catastrophic Leave Donation Bank.

Donation and Request Process:

To donate leave, an employee must complete the Catastrophic Leave Donation Form and submit the form to the Human Resources Manager.

To request leave, an employee must complete the FPL Catastrophic Leave Request Form with their supervisor and submit the form to Human Resources to begin the review and approval process.

- a. With input from the Executive Director as needed, Human Resources will determine whether an employee is eligible to receive leave from the Catastrophic Leave Donation Bank and the specific number of hours that may be transferred based on the employee's needs and availability of hours in the bank.
- b. No single employee may receive more than 40 hours per request. Additional hours requested beyond the initial 40 hours will require another written request and be subject to review by the Executive Director and Human Resources.
- c. When the bank drops below 40 hours, Human Resources will request further donations.
- d. Donated leave may not be used to extend the length of a leave of absence, including a worker's compensation leave of absence beyond what is medically necessary, or what is mandated in Federal or State law. Medical necessity shall be determined by a physician, and documentation may be requested. Leave granted from the Catastrophic Leave Donation Bank must be taken within twelve weeks of the qualifying event.
- e. A donated leave recipient will be paid at the recipient's regular rate of pay. A recipient may not use donated leave hours if use of those hours would cause the recipient's earnings to exceed his/her budgeted hours. A recipient may not receive a cash payout in lieu of paid time off.

If an employee does not use all the donated leave granted, the excess hours will be returned to the Catastrophic Leave Donation Bank once the employee returns to work. The privacy of both the employees donating leave and those receiving leave will be respected.