



Board of Trustees

February 16, 2026 4 pm

AGENDA

Regular Meeting – Ziegler Reception Room

Sallie Overbey, President	Apr 2028	Rob Qualls	Apr 2026
Stan Rodgers, Vice-President	Apr 2027	Bret Park	Apr 2028
Amy Wilbourn, Treasurer	Apr 2027	Carla Davis	Apr 2030
		Hope Bradberry	Apr 2029

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

- I. Call to Order
- II. Roll Call
- III. Minutes: Approval of minutes from December 1, 2025: pages 1-2
- IV. Reports
 - A. Key Upcoming Events: page 3
 - B. Mission Moment
 - C. Library Administration
 1. Management Reports
 - a. Performance Measures: pages 4-5
 - b. Strategic Plan progress December 2025 – January 2026: pages 6-7
 2. Financial reports: pages 8-17
 3. Informational
 - a. Fee forgiveness tree
 - b. Shelving report
 - c. Act 372 update
 - d. Reading the Greens
 - e. Strategic update RFP response
 - f. Staff parking guidelines: pages 18-21
 - g. Lifeworks training
 - h. HR Report
 - D. Media Update: pages 22-25
 - E. Fayetteville Public Library Foundation monthly report: pages 26-28
 - F. Friends of the Fayetteville Public Library
- V. New business



Fayetteville Public Library

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Fayetteville, AR 72701

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faylib.org

A. Discussion items

1. Rollover 2025 Budget: pages 29-34
2. Building modifications for storage room 210: page 35

VI. Public Comment

Adjournment



Board of Trustees
December 1, 2025 4 pm
MINUTES
Regular Meeting – Ziegler Reception Room

Trustees: S. Overbey, S. Rodgers, A. Wilbourn, B. Park, C. Davis, R. Qualls, H. Bradberry
Staff: D. Johnson, W. Fitzgibbon, T. Ball, C. Moody, S. Palmer, R. Wilburn, J. Askins, S. McClure,
D. Dennis, K. Lehman, S. Raines, N. Burgess, B. Lee, K. Tolman-Razo, J. Porras, A. Taylor
Press: S. Ryburn
Public: M. Karcis

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

- I. Call to Order: The meeting was called to order at 4:00 pm.
- II. Roll Call
- III. Minutes- Approval of minutes from October 20, 2025: **B. Park moved to approve the minutes. R. Qualls seconded the motion. All voted AYE. The motion passed.**
- IV. Reports
 - A. Key Upcoming Events: T. Ernst's 50th anniversary book and slideshow presentation, textile art classes from 2026's Visiting Artist A. Ray, gingerbread house decorating and a CFI DIY smart ornament class.
 - B. Mission Moment: W. Fitzgibbon, Director of Library Services, discussed Memory Kits. Exercises for memory loss include aquapaint, matching games, word searches, match the dots, and conversation cards.
 - C. Library Administration
 1. Management Reports
 - a. Performance Measures: Cardholders are down due to an iCard calculation error. Online attendance increased, possibly due to marketing posts. Samaritan, the volunteer database, accurately represents the volunteers in the building.
 2. Informational
 - a. Staff In-Service Day: Emphasis on teamwork and communication, with teambuilding exercises and staff recognition. Breakout sessions included conflict management, creating a civil workspace, creating empathy, FMLA 101, combating stress and burnout, and psychological safety in the workplace.



- b. Handshake restaurant update: Will open to staff, donors and the Board on December 4. Handshake will open to the public December 6.
 - c. Review of 2025 projects: Directors accomplished 95% of yearly projects.
 - d. Patron feedback: A highlight of recent comments staff received.
 - e. HR report: There are currently 111 employees. Three additions in November: an LSG in Circulation and Youth Services, and a Community Engagement Assistant. R. Wilburn is the Director of Communication and the Foundation hired a Chief Development Officer, G. Leding.
 - D. Fayetteville Public Library Foundation monthly report: Giving Tuesday is December 2. At the reception for author D. Eggers, the Blairs made a notable author endowment for the library's True Lit event.
 - E. Friends of the Fayetteville Public Library: The premium book sale was November 29.
 - F. WALK-ON ITEM: Media Update. Marketing and communications from and about the library will be highlighted in this new agenda item moving forward.
- V. New business
- A. Discussion items
 - 1. Approve 2026 Budget: Discussion ensued regarding grant funding and a decrease in the budgets for books & materials and Marketing. S. Overbey stated that providing competitive pay to employees should remain a priority. **R. Qualls moved to approve the budget. A. Wilbourn seconded the motion. ALL VOTED AYE. The motion passed.**
- VI. Public Comment: None
- Adjournment: A. Wilbourn moved to adjourn the meeting. S. Rodgers seconded the motion. The meeting adjourned at 5:02 pm.



Key Upcoming Events

Absolute Beginner Bachata Series

Thursday, February 26 & March 5, 12 & 19, 6pm

This four-part series, led by Kyndal Saverse, will cover the basics of bachata. Each class will have minor progressions, but will still be accessible to anyone joining for the first time, so participants are welcome to join at any point in the series.

From Maker to Market

Spring 2026 cohort starts in March

From Maker to Market is a 12-week program combining hands-on training in digital fabrication, product prototyping, marketing, and business development with online coursework. Participants will learn to use the tools in the Center for Innovation to develop working prototypes and strengthen their business plans, and those who complete the required 72 training hours will receive a \$500 startup stipend to support materials, production tools, or business fees.

Super Saturday: Arkansas Math Discovery Day

Saturday, March 7, 10am–1pm (drop-in)

Members of the University of Arkansas Department of Mathematical Sciences and others from the community will share their love and joy of mathematics through a variety of hands-on activities for the whole family, including math games, puzzles, art, and more.

An Afternoon with Kathleen DuVal – Author & 2025 Pulitzer Winner

Sunday, March 8, 2pm

Fayetteville native and Pulitzer Prize-winning historian Kathleen DuVal will join KUAF's Kyle Kellams for a discussion about her book, "Native Nations: A Millennium in North America." Pearl's Books will be selling books at the event, and a book signing will follow the discussion.

Sharks – Museum at the Library

Tuesday, March 24, 5:30–7:30pm (drop-in)

University of Arkansas Museum staff host a special pop-up exhibition each month at FPL! In March, they will showcase a display of shark specimens from the collections, such as teeth (including megalodon) and eggs.

Basics of Seed Starting

Saturday, March 28, 2pm

Learn how to start summer vegetables from seed in this beginner-friendly workshop led by the Washington County Master Gardeners.

Celebration of Art Reception

Thursday, April 2, 3:30–5pm (drop-in)

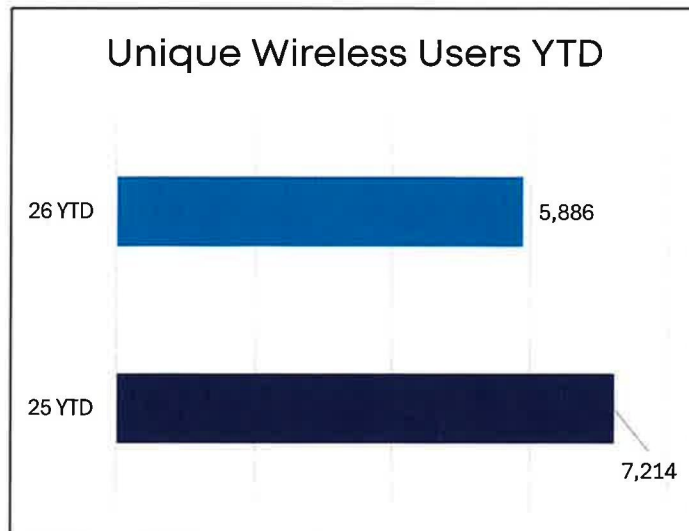
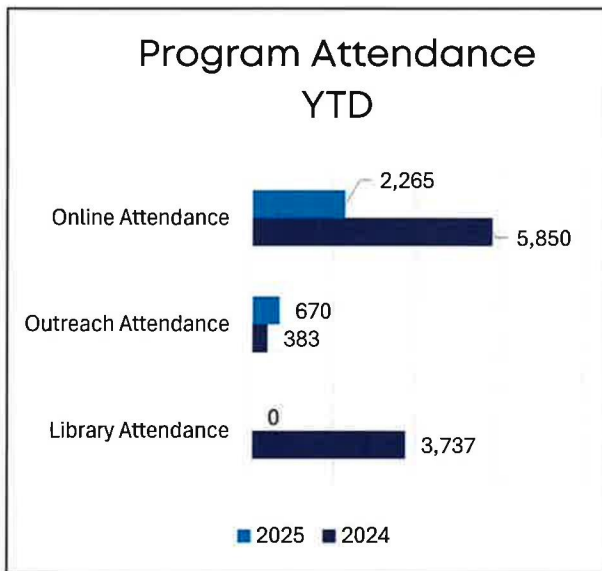
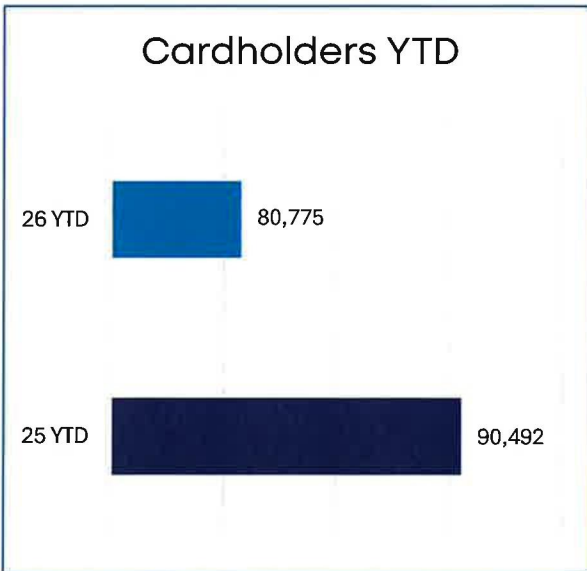
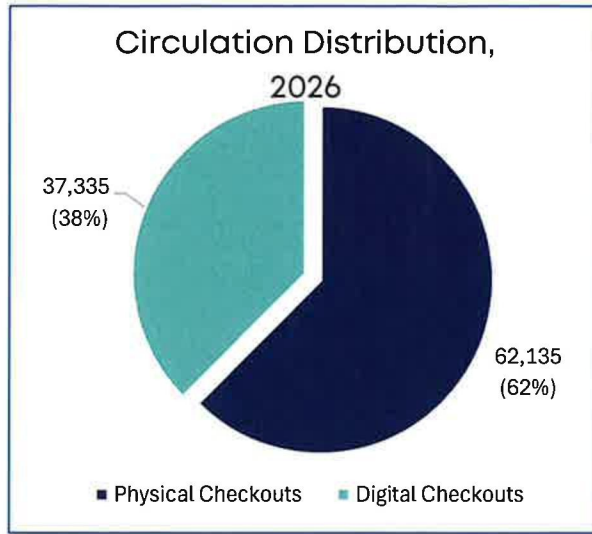
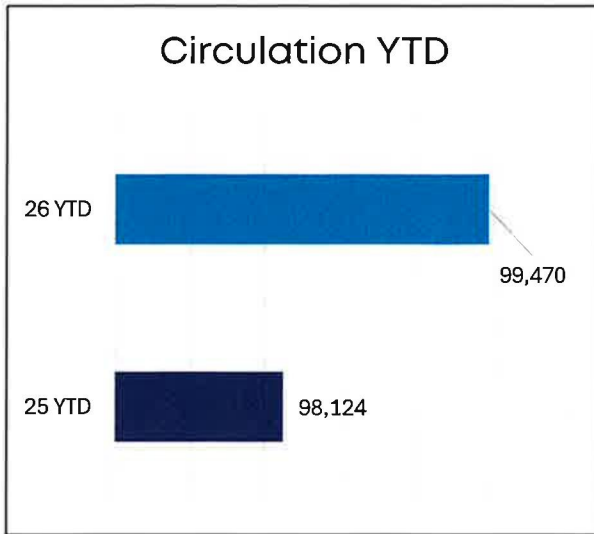
Come see the beautiful masterpieces that our youth patrons will be creating throughout March during our Celebration of Art workshop series.



FPL Performance Report: January 2026

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	26 YTD	25 YTD	CHANGE
Circulation	99,470	0	0	0	0	0	0	0	0	0	0	0	99,470	98,124	1.37%
Physical Checkouts	62,135	0	0	0	0	0	0	0	0	0	0	0	62,135	62,354	-0.35%
Digital Checkouts	37,335	0	0	0	0	0	0	0	0	0	0	0	37,335	35,770	4.38%
Reference Queries	3,757	0	0	0	0	0	0	0	0	0	0	0	3,757	4,911	-23.50%
Total Collection Size	364,342	0	0	0	0	0	0	0	0	0	0	0	364,342	357,391	1.94%
Physical Collection	287,375	0	0	0	0	0	0	0	0	0	0	0	287,375	281,911	1.94%
Digital Collection	76,967	0	0	0	0	0	0	0	0	0	0	0	76,967	75,480	1.97%
Total Items Added	3,208	0	0	0	0	0	0	0	0	0	0	0	3,208	2,478	29.46%
New Card Registrations	1,018	0	0	0	0	0	0	0	0	0	0	0	1,018	1,166	-12.69%
Cardholders	80,775	0	0	0	0	0	0	0	0	0	0	0	80,775	90,492	-10.74%
Visits	43,341	0	0	0	0	0	0	0	0	0	0	0	43,341	36,955	17.28%
Library Programs	129	0	0	0	0	0	0	0	0	0	0	0	129	152	-15.13%
Library Attendance	0	0	0	0	0	0	0	0	0	0	0	0	0	3,737	-100.00%
Outreach Attendance	670	0	0	0	0	0	0	0	0	0	0	0	670	383	74.93%
Online Views	2,265	0	0	0	0	0	0	0	0	0	0	0	2,265	5,850	-61.28%
Meeting Room Usage	149	0	0	0	0	0	0	0	0	0	0	0	149	136	9.56%
Study Room Usage	976	0	0	0	0	0	0	0	0	0	0	0	976	987	-1.11%
Event Center Usage	6	0	0	0	0	0	0	0	0	0	0	0	6	6	0.00%
Teaching Kitchen Usage	22	0	0	0	0	0	0	0	0	0	0	0	22	20	10.00%
CFI Room/Suite Usage	526	0	0	0	0	0	0	0	0	0	0	0	526	443	18.74%
Volunteers	415	0	0	0	0	0	0	0	0	0	0	0	415	340	22.06%
Volunteer Hours	1,185	0	0	0	0	0	0	0	0	0	0	0	1,185	1,136	4.31%
Computer Sessions	1,784	0	0	0	0	0	0	0	0	0	0	0	1,784	2,346	-23.96%
Holds Filled	4,742	0	0	0	0	0	0	0	0	0	0	0	4,742	4,466	6.18%
eFPL Usage	51,519	0	0	0	0	0	0	0	0	0	0	0	51,519	53,429	-3.57%
Bandwidth Consumed	7,310	0	0	0	0	0	0	0	0	0	0	0	7,310	6,730	8.62%
Unique Users	5,886	0	0	0	0	0	0	0	0	0	0	0	5,886	7,214	-18.41%

YTD Key Performance Measures





Fayetteville Public Library

Strategic Plan Progress Report December 2025 – January 2026

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. Adult Services welcomed authors T. Ernst, D. Lee Holcomb and K. Van Horn.
 - ii. Creative experiences and entertainment for adults included "Travel Vision Boards," "Beginner's Hand Embroidery Workshop with Visiting Artist Aimee Ray," "Rats: *Night of Terror* Film Screening & Novel Reading," "Winter Wonderland - Museum at the Library," "DIY Book Journals," "Puzzle Swap," "Virtual: 'Tis the Season," "Bejeweled Books," "NWAAT Presents *The Wonderful Wizard of Oz*," "Upcycled Gift Wrapping & Cards," "REUSE! Because You Can't Recycle the Planet - Film Screening & Discussion," "Razorbacks Memorabilia - Museum at the Library" and "Ozark Bronze Handbell Ensemble."
 - iii. Continued partnerships with Fayetteville Public Schools for English as a Second Language classes, along with weekly Citizenship Classes.
 - iv. Held FPL Signature "Event Human Library" on January 10th with 12 human 'books' being read a total of 80 times.
 - v. Maintained weekly yoga and meditation classes along with 5 monthly librarian lead book clubs.
 - vi. Continued six weekly story times, with a break leading up to Martin Luther King Jr. Day. Of interest, the two story times in between Christmas and the New Year were packed! 160 attended Baby Bookworms and 152 attended a Family Story Time.
 - vii. Provided several Teen programs, including a Teen cake decorating program, three Wednesday math programs, a ghost tour, weekly "Word Play Writers' Club," TAB and stuffed animal lock-in.
 - viii. Hosted very popular Super Saturdays: "Ozark Ballet" (322 attendees), "Temple Shalom" (103 attendees), "Sweets with Santa" (133 attendees), "Music with Mr. Troy" (120 attendees), "Bear Story Time" (128 attendees), and "Momandpop" (200 attendees).
 - ix. Additional youth programs included "Family Gingerbread Decorating," "Beaver Watershed," and "Mouse and the Motorcycle Bookclub." In all, 65 people attended these events.
 - b. Services
 - i. Trained selectors on Brodart Bibz ordering software.
- 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. Created Voter Education and Decoding Dinosaurs pathfinders.
- 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. Guided tours for Canopy students, Greenland Junior High School, and Hill School kindergarten–first grade students. In all over 160 students toured the library.
- IV. **People:** We create and maintain a culture of excellence by supporting and inspiring our staff, boards, and volunteers.
 - a. Staff
 - i. Hired J. Long as the newest part-time LSG in Circulation.
 - ii. Hosted Dr. D. Warren with Generations Health and Wellness at an all-staff meeting to discuss posture.
 - iii. Invited the City of Fayetteville Crisis Intervention Response Team to an all-staff meeting to learn about their services and discuss de-escalation techniques.
 - iv. Held January staff STAR talk on the book *Crucial Conversations* led by S. McClure, G. Clay and J. Smith.
- V. **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. Updated internal marketing request form to support more strategic marketing approach.
 - ii. Began working on an internal marketing plan for an analytics spreadsheet.
 - b. Public awareness campaign
 - i. Promoted sale of pet calendars through month of December.
 - ii. Advertised Ranger’s Pantry donation drive.
 - iii. Featured in “Best of” ad in December Citiscapes magazine.
 - iv. Installed a new outdoor ad on Mountain Street Plaza.
 - v. Published a “books worth reading” article in Peakaboo Magazine.
 - c. Operationalize brand
 - i. Designed Winter StoryWalk for Gulley Park.
 - ii. Provided branding recommendations for new birthday gift options.
 - iii. Created guidelines for new room reservation widgets.
 - d. Public relations
 - i. Held Walton Arts Center social media ticket giveaway.
 - ii. Provided KUAF interview about the Human Library.
 - e. Website
 - i. Updated website with 2026 Visiting Artist information.
 - ii. Refreshed online tour request form with additional information about available days and times.

Where We Stand

Overall, the library is slightly ahead compared to the approved budget.

So far this year, we are spending less than expected for this point in time. Money coming in is higher than expected, and we have enough cash on hand to comfortably pay our bills.

Since this is the first month of the year, results mainly reflect timing. Some spending occurs later in the year, and some money comes in earlier. At this point, this does not change our overall expectations for the year.

Money Coming In

- So far this year, we have received **\$571,805**, compared to **\$499,732** planned.
- This month's results were mainly influenced by:
 - Property tax coming in slightly higher than planned.
- Differences from the plan are due to when money arrives during the year, not because we expect to receive less overall.

Summary: Money received is **slightly higher than expected**.

Money Going Out

- So far this year, we have spent **\$756,806**, compared to **\$1,163,299** planned.
- Spending overall is **below the plan**.
- A few things worth noting:
 - **Staff pay and benefits:** Spending looks **normal** based on our staffing plan.
 - **Other costs:** No items stand out this month.

Summary: We spent less than planned so far, which is typical early in the year.

Staffing Overview

- Our staffing levels remain **within the approved budget**.
- Changes this month:
 - Two hires were made in January, both of which were budgeted.
 - The month ended with one position open.

Summary: Staffing activity falls within planned budget with no surprises.

Cash on Hand

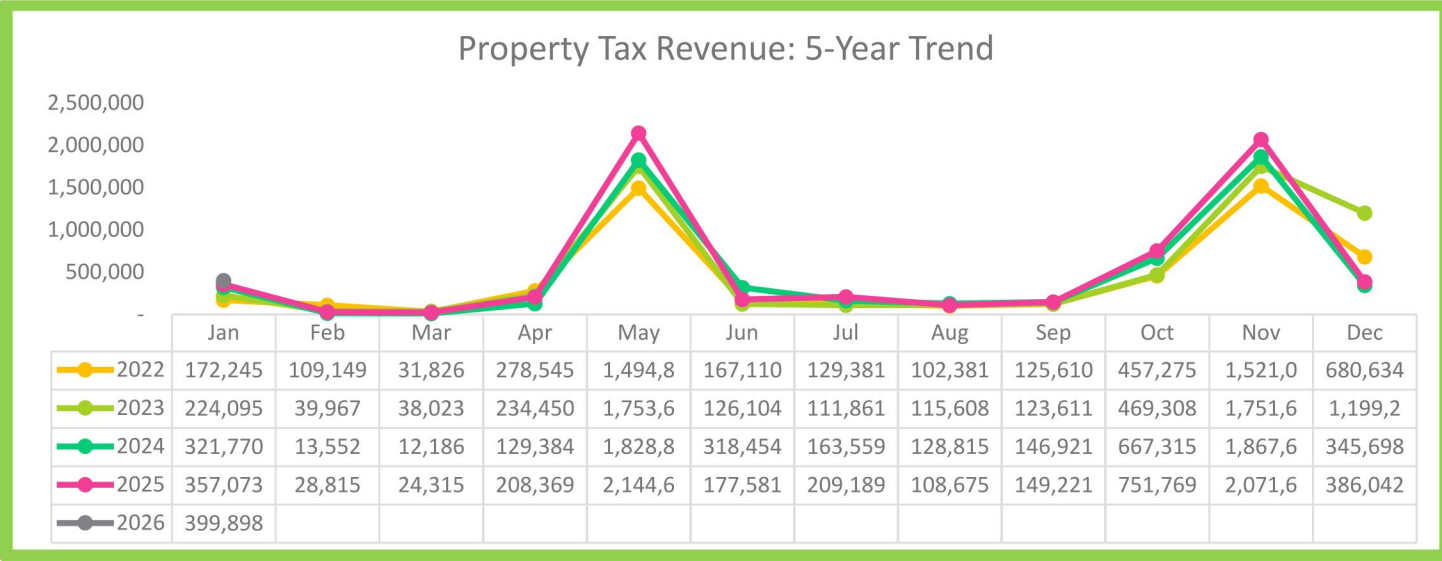
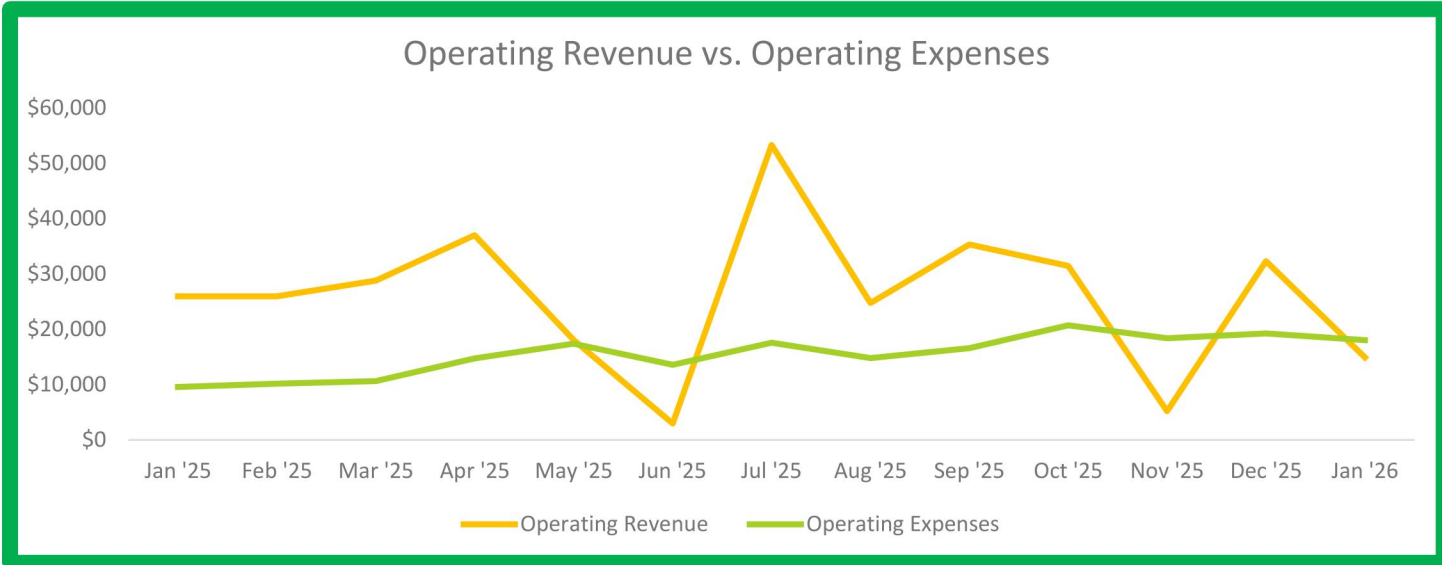
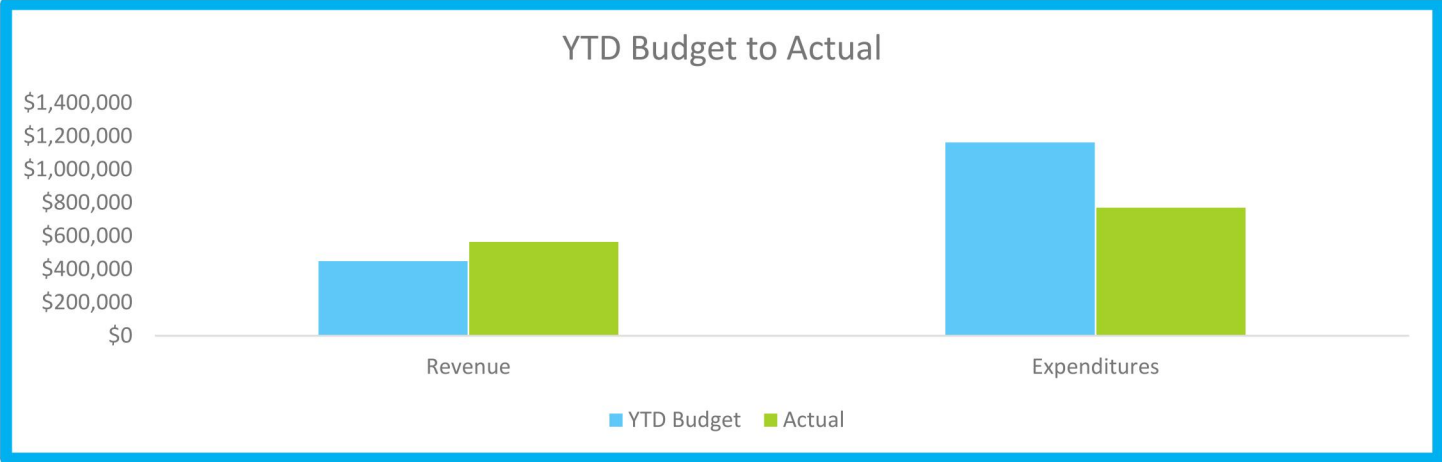
- We have enough cash available to cover day-to-day expenses.
- We do not expect any difficulty paying bills in the coming months.

Summary: The library can comfortably cover its expenses.

Looking Ahead

Over the next few months, staff will keep an eye on:

- Upcoming software renewals, which will occur later in the year and will increase spending at that time
- Property tax revenue, to ensure collections continue to align with expectations



Library Operations
Fayetteville Public Library
 Budget to Actual (Unrestricted)
 As of January 31, 2026

Preliminary: Subject to Audit

	Year Ending 12/31/2026		Year To Date 01/31/2026	Period Ending 01/31/2026	Month Ending 01/31/2026	01/31/2026	ANNUAL BUDGET	
	Adopted Budget	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.	7,117,664.00	7,117,664.00	283,371.00	399,897.89	399,897.89	0.00	6,717,766	5.6 %
Local Tax Support	<u>7,117,664.00</u>	<u>7,117,664.00</u>	<u>283,371.00</u>	<u>399,897.89</u>	<u>399,897.89</u>	<u>0.00</u>	<u>6,717,766</u>	<u>5.6 %</u>
City of Fayetteville Transfers								
4880 - Ext. Transfer from City - Operations	1,812,401.00	1,812,401.00	151,038.00	151,033.42	151,033.42	0.00	1,661,368	8.3 %
City of Fayetteville Transfers	<u>1,812,401.00</u>	<u>1,812,401.00</u>	<u>151,038.00</u>	<u>151,033.42</u>	<u>151,033.42</u>	<u>0.00</u>	<u>1,661,368</u>	<u>8.3 %</u>
State Aid & Grant Revenue								
4010 - State Library Turnback	135,000.00	135,000.00	0.00	0.00	0.00	0.00	135,000	0.0 %
State Aid & Grant Revenue	<u>135,000.00</u>	<u>135,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>135,000</u>	<u>0.0 %</u>
Charges for Services								
4201 - Lease Income	50,400.00	50,400.00	4,200.00	0.00	0.00	0.00	50,400	0.0 %
4202 - Rental Income	22,000.00	22,000.00	3,500.00	0.00	0.00	0.00	22,000	0.0 %
4203 - Nontaxable Rental Fees	41,200.00	41,200.00	2,165.00	5,795.00	5,795.00	0.00	35,405	14.1 %
4205 - Copier & Printer Income	6,000.00	6,000.00	473.00	440.78	440.78	0.00	5,559	7.3 %
4220 - Merchandise Sales	800.00	800.00	75.00	61.50	61.50	0.00	739	7.7 %
4225 - Taxable Merchandise Sales	0.00	0.00	0.00	134.98	134.98	0.00	(135)	0.0 %
4302 - Fees	70,000.00	70,000.00	4,910.00	6,605.61	6,605.61	0.00	63,394	9.4 %
4995 - Cash Over and Short	0.00	0.00	0.00	(0.90)	(0.90)	0.00	1	0.0 %
Charges for Services	<u>190,400.00</u>	<u>190,400.00</u>	<u>15,323.00</u>	<u>13,036.97</u>	<u>13,036.97</u>	<u>0.00</u>	<u>177,363</u>	<u>6.8 %</u>
Contributions & Donations								
4650 - Contributions - Undesignated	0.00	0.00	0.00	68.41	68.41	0.00	(68)	0.0 %
Contributions & Donations	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>68.41</u>	<u>68.41</u>	<u>0.00</u>	<u>(68)</u>	<u>0.0 %</u>
Miscellaneous Revenue								
4992 - Misc. Revenue	0.00	0.00	0.00	1.51	1.51	0.00	(2)	0.0 %
Miscellaneous Revenue	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.51</u>	<u>1.51</u>	<u>0.00</u>	<u>(2)</u>	<u>0.0 %</u>
Transfers In								
6010 - Int. Transfer In	270,000.00	270,000.00	50,000.00	0.00	0.00	0.00	270,000	0.0 %
4899 - Ext. Transfer In	125,626.00	125,626.00	0.00	936.00	936.00	0.00	124,690	0.7 %

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	Adopted Budget	Amended Budget	YTD Budget	YTD ACTUAL	ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% Used/Rec'd
Transfers In	395,626.00	395,626.00	50,000.00	936.00	936.00	0.00	394,690	0.2 %
Investment Earnings								
Investment Income	0.00	0.00	0.00	6,830.72	6,830.72	0.00	(6,831)	0.0 %
Total Investment Earnings	0.00	0.00	0.00	6,830.72	6,830.72	0.00	(6,831)	0.0 %
Total Revenue	9,651,091.00	9,651,091.00	499,732.00	571,804.92	571,804.92	0.00	9,079,286	5.9 %
Expenditures								
Personnel Services								
Salary & Wages								
5100 - Salaries	2,509,933.00	2,509,933.00	205,061.00	213,688.31	213,688.31	0.00	2,296,245	8.5 %
5102 - Hourly Wages	2,645,836.00	2,645,836.00	216,162.00	132,443.32	132,443.32	0.00	2,513,393	5.0 %
5103 - Overtime	0.00	0.00	0.00	1,170.33	1,170.33	0.00	(1,170)	0.0 %
5105 - Vacation Pay	0.00	0.00	0.00	17,974.45	17,974.45	0.00	(17,974)	0.0 %
5106 - Sick Pay	0.00	0.00	0.00	8,520.84	8,520.84	0.00	(8,521)	0.0 %
5112 - Holiday Pay	0.00	0.00	0.00	53,479.25	53,479.25	0.00	(53,479)	0.0 %
5113 - Social Security Taxes	394,419.00	394,419.00	32,223.00	31,074.96	31,074.96	0.00	363,344	7.9 %
5115 - Unemployment	7,264.00	7,264.00	7,264.00	3,560.88	3,560.88	0.00	3,703	49.0 %
5116 - Workers Compensation	45,000.00	45,000.00	45,000.00	26,501.32	26,501.32	0.00	18,499	58.9 %
Total Salary & Wages	5,602,452.00	5,602,452.00	505,710.00	488,413.66	488,413.66	0.00	5,114,038	8.7 %
Employee Benefits								
5110 - Salary Contingency	115,522.00	115,522.00	0.00	0.00	0.00	0.00	115,522	0.0 %
5120 - Health Insurance	454,174.00	454,174.00	37,849.00	33,126.26	33,126.26	0.00	421,048	7.3 %
5121 - Health Savings Account	85,335.00	85,335.00	7,113.00	6,166.53	6,166.53	0.00	79,168	7.2 %
5122 - Life Insurance	18,497.00	18,497.00	1,513.00	1,443.54	1,443.54	0.00	17,053	7.8 %
5135 - Retirement Saving Plan	433,133.00	433,133.00	35,387.00	32,484.55	32,484.55	0.00	400,648	7.5 %
Employee Benefits	1,106,661.00	1,106,661.00	81,862.00	73,220.88	73,220.88	0.00	1,033,440	6.6 %
Total Personnel Services	6,709,113.00	6,709,113.00	587,572.00	561,634.54	561,634.54	0.00	6,147,478	8.4 %
Materials & Supplies								
5200 - Office Supplies & Printing	87,986.00	87,986.00	8,961.00	5,025.55	5,025.55	0.00	82,960	5.7 %
5201 - Small Tools & Equipment	25,000.00	25,000.00	2,000.00	0.00	0.00	0.00	25,000	0.0 %

This report reflects only unrestricted funds within Fund 10.

Library Operations
Fayetteville Public Library
 Budget to Actual (Unrestricted)
 As of January 31, 2026

Preliminary: Subject to Audit

	Year Ending 12/31/2026		Year To Date 01/31/2026	Period Ending 01/31/2026	Month Ending 01/31/2026	01/31/2026	ANNUAL BUDGET	
	Adopted Budget	Amended Budget	YTD Budget	YTD ACTUAL	ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% Used/Rec'd
5203 - Medical Supplies	2,025.00	2,025.00	0.00	0.00	0.00	0.00	2,025	0.0 %
5210 - Food & Catering for Events	5,350.00	5,350.00	87.00	5.29	5.29	0.00	5,345	0.1 %
5218 - Cleaning Supplies	60,050.00	60,050.00	5,000.00	14,534.18	14,534.18	0.00	45,516	24.2 %
5220 - Tech Supplies	21,700.00	21,700.00	1,600.00	1,969.38	1,969.38	0.00	19,731	9.1 %
5224 - Landscape Materials	11,400.00	11,400.00	0.00	0.00	0.00	0.00	11,400	0.0 %
5226 - Merchandise for Resale	1,300.00	1,300.00	0.00	0.00	0.00	0.00	1,300	0.0 %
5230 - Computer Hardware Supplies	53,000.00	53,000.00	4,750.00	1,317.73	1,317.73	0.00	51,682	2.5 %
5235 - Signage	6,801.00	6,801.00	487.00	7,177.48	7,177.48	0.00	(376)	105.5 %
5250 - On-line Database	1,000.00	1,000.00	0.00	1,500.00	1,500.00	0.00	(500)	150.0 %
5251 - Programming Materials & Supplies	90,872.00	90,872.00	17,195.00	5,281.34	5,281.34	0.00	85,591	5.8 %
5252 - Repair Parts & Damaged Repairs	1,500.00	1,500.00	0.00	15.02	15.02	0.00	1,485	1.0 %
5255 - Circulating Equipment	200.00	200.00	0.00	131.69	131.69	0.00	68	65.8 %
5260 - Print Books	33,750.00	33,750.00	2,812.00	0.00	0.00	0.00	33,750	0.0 %
5265 - E-Book	63,360.00	63,360.00	5,279.00	0.00	0.00	0.00	63,360	0.0 %
Materials & Supplies	465,294.00	465,294.00	48,171.00	36,957.66	36,957.66	0.00	428,336	7.9 %
Services & Charges								
5301 - Advertisement	10,191.00	10,191.00	768.00	2,114.00	2,114.00	0.00	8,077	20.7 %
5303 - Subscriptions, Publications and Dues	107,476.00	107,476.00	11,448.00	8,418.03	8,418.03	0.00	99,058	7.8 %
5304 - Licenses & Permits	600.00	600.00	450.00	0.00	0.00	0.00	600	0.0 %
5305 - Postage	20,000.00	20,000.00	1,666.00	29.01	29.01	0.00	19,971	0.1 %
5350 - Programming Services	172,170.00	172,170.00	122,320.00	9,025.00	9,025.00	0.00	163,145	5.2 %
5358 - Hospitality	1,400.00	1,400.00	100.00	0.00	0.00	0.00	1,400	0.0 %
5360 - Mileage Reimbursement	5,692.00	5,692.00	942.00	43.50	43.50	0.00	5,649	0.8 %
5361 - Training & Development	70,911.00	70,911.00	15,264.00	4,495.66	4,495.66	0.00	66,415	6.3 %
5362 - Travel	71,904.00	71,904.00	9,875.00	1,370.20	1,370.20	0.00	70,534	1.9 %
5375 - Employee Recognition	37,846.00	37,846.00	1,185.00	3,503.72	3,503.72	0.00	34,342	9.3 %
5385 - Board & Volunteer Recognition	4,000.00	4,000.00	0.00	0.00	0.00	0.00	4,000	0.0 %
5390 - Uniform Expense	14,400.00	14,400.00	1,200.00	2,161.55	2,161.55	0.00	12,238	15.0 %
5424 - Equipment Lease/Rental	7,000.00	7,000.00	415.00	570.27	570.27	0.00	6,430	8.1 %
5421 - Insurance - Building	200,000.00	200,000.00	0.00	0.00	0.00	0.00	200,000	0.0 %
5422 - Insurance - Liability	17,810.00	17,810.00	0.00	(22.00)	(22.00)	0.00	17,832	(0.1) %
5423 - Other Rental	19,200.00	19,200.00	1,600.00	4,315.00	4,315.00	0.00	14,885	22.5 %
5394 - Admin & Management Fees	32,000.00	32,000.00	0.00	0.00	0.00	0.00	32,000	0.0 %
5395 - Bank Service Charges	25,000.00	25,000.00	2,084.00	2,562.06	2,562.06	0.00	22,438	10.2 %
5905 - Operating Contingency	70,000.00	70,000.00	70,000.00	0.00	0.00	0.00	70,000	0.0 %
Total Services & Charges	887,600.00	887,600.00	239,317.00	38,586.00	38,586.00	0.00	849,014	4.3 %

This report reflects only unrestricted funds within Fund 10.

Library Operations
Fayetteville Public Library
 Budget to Actual (Unrestricted)
 As of January 31, 2026

Preliminary: Subject to Audit

	Year Ending 12/31/2026		Year To Date 01/31/2026	Period Ending 01/31/2026	Month Ending 01/31/2026	01/31/2026	ANNUAL BUDGET	
	Adopted Budget	Amended Budget	YTD Budget	YTD ACTUAL	ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% Used/Rec'd
5340 - Audit	56,000.00	56,000.00	0.00	0.00	0.00	0.00	56,000	0.0 %
5341 - Legal	17,550.00	17,550.00	1,463.00	2,061.00	2,061.00	0.00	15,489	11.7 %
5344 - Contract Services	398,250.00	398,250.00	48,133.00	23,669.64	23,669.64	2,875.00	371,705	6.7 %
Purchased Professional and Technical Services	471,800.00	471,800.00	49,596.00	25,730.64	25,730.64	2,875.00	443,194	6.1 %
5310 - Telecommunications	36,360.00	36,360.00	3,030.00	3,432.23	3,432.23	0.00	32,928	9.4 %
5312 - Natural Gas	35,000.00	35,000.00	7,000.00	6,450.99	6,450.99	0.00	28,549	18.4 %
5314 - Electricity	286,000.00	286,000.00	20,000.00	14,285.71	14,285.71	0.00	271,714	5.0 %
5316 - Municipal Water	27,600.00	27,600.00	2,300.00	1,908.60	1,908.60	0.00	25,691	6.9 %
Utilities	384,960.00	384,960.00	32,330.00	26,077.53	26,077.53	0.00	358,882	6.8 %
Services & Charges	1,744,360.00	1,744,360.00	321,243.00	90,394.17	90,394.17	2,875.00	1,651,091	5.3 %
Maintenance								
5401 - Building Maintenance	63,600.00	63,600.00	5,300.00	10,289.93	10,289.93	0.00	53,310	16.2 %
5405 - Landscape Maintenance	10,000.00	10,000.00	900.00	225.00	225.00	0.00	9,775	2.3 %
5410 - Equipment Maintenance	66,778.00	66,778.00	6,214.00	18,524.65	18,524.65	0.00	48,253	27.7 %
Maintenance	140,378.00	140,378.00	12,414.00	29,039.58	29,039.58	0.00	111,338	20.7 %
Capital Outlay	587,047.00	587,047.00	193,899.00	38,780.05	38,780.05	9,832.51	538,434	8.3 %
Total Expenditures	9,646,192.00	9,646,192.00	1,163,299.00	756,806.00	756,806.00	12,707.51	8,876,678	8.0 %
Change in Net Assets	4,899.00	4,899.00	(663,567.00)	(185,001.08)	(185,001.08)	(12,707.51)	202,608	(4,035.7) %

Library
Fayetteville Public Library
 Summarized Budget to Actual
 As of January 31, 2026

Preliminary: Subject to Audit

	Year Ending 12/31/2026	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	85--Events	All Funds	Year To Date Remaining Budget Includes Encumbrance
	Amended Budget	YTD Actual	YTD Actual	YTD Actual	YTD Actual	YTD Actual	YTD Actual	YTD Actual	YTD Actual	YTD Actual	YTD Actual
Revenue											
Local Tax Support	11,057,977.00	399,897.89	0.00	0.00	0.00	0.00	0.00	191,950.71	0.00	591,848.60	10,466,128.40
City of Fayetteville Transfers	2,412,401.00	192,700.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	192,700.12	2,219,700.88
State Aid & Grant Revenue	150,000.00	8,023.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,023.45	141,976.55
Charges for Services	503,220.00	13,036.97	0.00	0.00	0.00	0.00	0.00	0.00	14,900.00	27,936.97	475,283.03
Contributions & Donations	0.00	68.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	68.41	(68.41)
Miscellaneous Revenue	0.00	1.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.51	(1.51)
Transfers In	495,626.00	936.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	936.00	494,690.00
Investment Earnings											
Investment Income	0.00	6,830.72	871.81	2,661.23	1,540.57	461.53	894.56	0.00	244.23	13,504.65	(13,504.65)
Gain/Loss - Unrealized	0.00	0.00	0.00	(2,306.59)	(1,421.81)	(514.27)	(722.62)	0.00	0.00	(4,965.29)	4,965.29
Investment Management Fees & Expenses	0.00	0.00	0.00	(1,155.00)	(544.00)	(274.00)	(410.00)	0.00	0.00	(2,383.00)	2,383.00
Total Investment Earnings	0.00	6,830.72	871.81	(800.36)	(425.24)	(326.74)	(238.06)	0.00	244.23	6,156.36	(6,156.36)
Use of Reserves	4,766.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,766.00
Total Revenue	14,623,990.00	621,495.07	871.81	(800.36)	(425.24)	(326.74)	(238.06)	191,950.71	15,144.23	827,671.42	13,796,318.58
Expenditures											
Personnel Services											
Salary & Wages	5,770,472.00	500,300.91	0.00	0.00	0.00	0.00	0.00	0.00	14,531.09	514,832.00	5,255,640.00
Employee Benefits	1,140,723.00	75,814.30	0.00	0.00	0.00	0.00	0.00	0.00	2,581.64	78,395.94	1,062,327.06
Total Personnel Services	6,911,195.00	576,115.21	0.00	0.00	0.00	0.00	0.00	0.00	17,112.73	593,227.94	6,317,967.06
Materials & Supplies	966,694.00	157,769.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	157,769.83	808,924.17
Services & Charges	1,777,894.00	96,808.89	0.00	0.00	0.00	0.00	0.00	0.00	925.29	97,734.18	1,677,556.29
Maintenance	140,378.00	29,276.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29,276.34	111,101.66
Transfers Out	4,310,313.00	0.00	0.00	0.00	0.00	0.00	0.00	191,950.71	0.00	191,950.71	4,118,362.29
Capital Outlay	1,008,857.00	52,814.35	0.00	0.00	0.00	0.00	(371.40)	0.00	5,198.00	57,640.95	883,825.86
Total Expenditures	15,115,331.00	912,784.62	0.00	0.00	0.00	0.00	(371.40)	191,950.71	23,236.02	1,127,599.95	13,917,737.33
Change in Net Assets	(491,341.00)	(291,289.55)	871.81	(800.36)	(425.24)	(326.74)	133.34	0.00	(8,091.79)	(299,928.53)	(121,418.75)

Filter tab and prompt selections:

As of date: 01/31/2026 ; 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 01/31/2026	15--Expansion - Operations Month Ending 01/31/2026	20--Long Term - Reserve Month Ending 01/31/2026	30--Facility Reserve Month Ending 01/31/2026	40--Furniture & Equipment Reserve Month Ending 01/31/2026	50--Technology Equipment Reserve Month Ending 01/31/2026	60--Capital Construction Fund Month Ending 01/31/2026	70--Bond Debt Service Fund Month Ending 01/31/2026	80--Food Services Month Ending 01/31/2026	85--Events Month Ending 01/31/2026	All Funds Month Ending 01/31/2026
Assets											
Cash & Investments											
1000 - Undeposited Funds	75	0	0	0	0	0	0	0	0	0	75
1003 - Petty Cash	2,851	0	0	0	0	0	0	0	0	0	2,851
1009 - Bank of Fayetteville - FPL	62,945	0	0	0	0	0	0	0	0	(274)	62,671
1020 - Arvest - Library Operations	727,115	0	0	0	0	0	0	0	0	0	727,114
1025 - Arvest - Events	0	0	0	0	0	0	0	0	0	203,211	203,212
1030 - First Security - FPL	183,797	0	0	0	0	0	0	0	0	0	183,797
1100 - Schwab FPL - Operating	2,035,313	0	0	0	0	0	0	0	0	0	2,035,313
1105 - Schwab FPL - Expansion O&M	0	676,129	0	0	0	0	0	0	0	0	676,129
1110 - Schwab FPL - Long Term	0	0	1,848,961	0	0	0	0	0	0	0	1,848,961
1115 - Schwab FPL - Facilities Replacement	0	0	0	869,304	0	0	0	0	0	0	869,303
1120 - Schwab FPL - Furniture & Equip.	0	0	0	0	437,314	0	0	0	0	0	437,314
1125 - Schwab FPL - Technology	0	0	0	0	0	655,573	0	0	0	0	655,573
1130 - Schwab FPL - Expansion Capital	0	0	0	0	0	0	4	0	0	0	4
Total Cash & Investment	3,012,096	676,129	1,848,961	869,304	437,314	655,573	4	0	0	202,937	7,702,317
Receivables											
1200 - Claims Pending	50	0	0	0	0	0	0	0	0	0	50
1240 - Accounts Receivable	6,986	0	0	0	0	0	0	0	0	87,415	94,401
1243 - Grants Receivable	16,684	0	0	0	0	0	0	0	0	0	16,684
1265 - Sales Tax Rebate Receivable	36	0	0	0	0	574	0	0	0	0	610
1270 - Due From Other Funds	280,154	0	76,240	29	0	123,954	0	0	0	48	480,427
1271 - Due From Other Governments (Property Tax & Debt Service)	6,609,528	0	0	0	0	0	0	3,172,574	0	0	9,782,101
1275 - 10 Due From 91	349,202	0	0	0	0	0	0	0	0	0	349,202
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	511,504	0	0	0	0	0	0	0	0	0	511,504
1282 - 85 Due From 10	0	0	0	0	0	0	0	0	0	633,123	633,122
1285 - 80 Due From 85	0	0	0	0	0	0	0	0	2,361	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)	3,788	43,381	365,371	(192,504)	(1,772,280)	0	0	0
Total Receivables	7,144,372	3,899,883	(1,039,160)	3,817	43,381	489,899	(192,504)	1,400,294	350,365	729,506	12,829,854
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	91,189
1805 - Software	174,237	0	0	0	0	0	0	0	0	0	174,238
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	60,680	324,108
1999 - Accumulated Depreciation	(11,940,028)	0	0	0	0	0	0	0	0	(20,949)	(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 01/31/2026	15--Expansion - Operations Month Ending 01/31/2026	20--Long Term - Reserve Month Ending 01/31/2026	30--Facility Reserve Month Ending 01/31/2026	40--Furniture & Equipment Reserve Month Ending 01/31/2026	50--Technology Equipment Reserve Month Ending 01/31/2026	60--Capital Construction Fund Month Ending 01/31/2026	70--Bond Debt Service Fund Month Ending 01/31/2026	80--Food Services Month Ending 01/31/2026	85--Events Month Ending 01/31/2026	All Funds Month Ending 01/31/2026
Total Assets	\$ 28,919,728	\$ 4,576,012	\$ 809,801	\$ 873,121	\$ 480,695	\$ 1,145,472	\$ (192,500)	\$ 1,400,294	\$ 350,365	\$ 972,174	\$ 39,335,162
Liabilities and Fund Balances											
Liabilities											
Accounts Payable											
2001 - Accounts Payable	94,335	0	0	0	0	0	0	0	0	0	94,335
2004 - Friends of FPL Pass through	2,189	0	0	0	0	0	0	0	0	0	2,189
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	5,925	0	0	0	0	0	0	0	0	24,000	29,925
2414 - Convenience Fee	37	0	0	0	0	0	0	0	0	0	37
2020 - Accrued Accounts Payable	406	0	0	0	0	0	0	0	0	0	406
Total Accounts Payable	807	0	0	0	0	0	0	0	0	24,000	24,807
Salaries & Benefits Payable											
2125 - Accrued Salaries & Wages	113,833	0	0	0	0	0	0	0	0	3,277	117,111
2130 - Voluntary Vision Insurance	985	0	0	0	0	0	0	0	0	0	985
2140 - Voluntary Life, STD & AD&D	1,919	0	0	0	0	0	0	0	0	0	1,919
2145 - Accrued Vacation	292,618	0	0	0	0	0	0	0	0	3,486	296,103
2147 - Voluntary Supp Ins - Cancer	55	0	0	0	0	0	0	0	0	0	56
2148 - Voluntary Supp Ins - AC, CR, HI	261	0	0	0	0	0	0	0	0	0	260
2149 - Voluntary Supp Ins - Will	83	0	0	0	0	0	0	0	0	0	84
2150 - Retirement Contributions	909	0	0	0	0	0	0	0	0	0	908
2155 - Voluntary Dental Insurance	2,294	0	0	0	0	0	0	0	0	0	2,294
2160 - Accrued Sick Time	150,979	0	0	0	0	0	0	0	0	1,538	152,516
2165 - FICA Payable	0	0	0	0	0	0	0	0	0	0	0
2175 - Health Insurance Liability	12,413	0	0	0	0	0	0	0	0	0	12,414
2184 - FSA - Limited	25	0	0	0	0	0	0	0	0	0	25
2196 - Caring Committee	117	0	0	0	0	0	0	0	0	0	117
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	579,697	0	0	0	0	0	0	0	0	8,301	587,998
Other Payables											
2057 - Sales Tax	13	0	0	0	0	0	0	0	0	29	42
2025 - Accrued Sales Tax Payable	937	0	0	0	0	0	0	0	0	0	937
2061 - Short Term Tax	0	0	0	0	0	0	0	0	0	3	3
Total Other Payables	950	0	0	0	0	0	0	0	0	32	982
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

**Library
Balance Sheet**
Fayetteville Public Library

Preliminary: Subject to Audit

	10--Library Operations Month Ending 01/31/2026	15--Expansion - Operations Month Ending 01/31/2026	20--Long Term - Reserve Month Ending 01/31/2026	30--Facility Reserve Month Ending 01/31/2026	40--Furniture & Equipment Reserve Month Ending 01/31/2026	50--Technology Equipment Reserve Month Ending 01/31/2026	60--Capital Construction Fund Month Ending 01/31/2026	70--Bond Debt Service Fund Month Ending 01/31/2026	80--Food Services Month Ending 01/31/2026	85--Events Month Ending 01/31/2026	All Funds Month Ending 01/31/2026
Due to Other Funds											
Due to Library	0	0	0	0	0	0	0	0	602,468	511,504	1,113,972
Due to Others	198,642	0	0	71,657	0	129,339	77,580	0	3,160	0	480,377
Due to Food Services	348,004	0	0	0	0	0	0	0	0	2,361	350,365
Internal Due To	633,122	0	0	0	0	0	0	0	8,920	0	642,042
Total Due to Other Funds	<u>1,179,768</u>	<u>0</u>	<u>0</u>	<u>71,657</u>	<u>0</u>	<u>129,339</u>	<u>77,580</u>	<u>0</u>	<u>614,548</u>	<u>513,865</u>	<u>2,586,756</u>
Total Liabilities	<u>2,236,235</u>	<u>0</u>	<u>0</u>	<u>71,657</u>	<u>0</u>	<u>129,339</u>	<u>77,580</u>	<u>0</u>	<u>614,548</u>	<u>546,198</u>	<u>3,675,556</u>
Fund Balance	<u>26,683,493</u>	<u>4,576,012</u>	<u>809,801</u>	<u>801,464</u>	<u>480,695</u>	<u>1,016,133</u>	<u>(270,080)</u>	<u>1,400,294</u>	<u>(264,183)</u>	<u>425,976</u>	<u>35,659,606</u>
Total Liabilities and Fund Balances	<u>\$ 28,919,728</u>	<u>\$ 4,576,012</u>	<u>\$ 809,801</u>	<u>\$ 873,121</u>	<u>\$ 480,695</u>	<u>\$ 1,145,472</u>	<u>\$ (192,500)</u>	<u>\$ 1,400,294</u>	<u>\$ 350,365</u>	<u>\$ 972,174</u>	<u>\$ 39,335,162</u>

Fayetteville Public Library Staff Parking Permit Guidelines

Effective February 1, 2026

PURPOSE

The purpose of the Staff Parking Permit Guidelines is **not to limit staff in any way**, but to **support staff safety** and help ensure that employees have a **reliable place to park when they come to work**.

These guidelines are intended to protect staff access to parking during work hours, reduce long-term non-library use of library parking spaces, and create a safer, more predictable parking experience for everyone.

WORK-IN-PROGRESS

These guidelines are a **work in progress** and part of a broader, evolving approach to addressing parking challenges around the library. Staff feedback is welcome, and adjustments may be made as we learn what works best.

WHO NEEDS A PERMIT

All FPL staff who park in library-designated staff parking areas, including:

- Parking Deck
- South Lot

A valid staff parking permit is required for vehicles parked in designated staff parking areas during library operating hours.

Active enforcement occurs during posted hours, as indicated by on-site signage.

PARKING PERMIT OPTIONS & DISPLAY GUIDELINES

Staff may choose one of the following permit options:

- **Hanging Permit** – Hung from the rearview mirror and clearly visible from outside the vehicle
- **Window Cling** – Recommended placement: rear window
- **Bumper Sticker**

To assist Facilities during routine checks, staff are encouraged to park in a way that makes their permit most visible:

- If using a hanging permit, backing into the parking space may improve visibility

- If using a window cling or bumper sticker, pulling forward into spaces may improve visibility

These suggestions are intended to improve visibility and assist Facilities. **Occasional variations in how a vehicle is parked—due to space availability, accessibility needs, unloading materials, or other reasonable circumstances—are expected and acceptable.**

LICENSE PLATE REGISTRATION (REQUIRED)

When picking up a parking permit, staff must provide license plate information for the vehicle(s) they plan to use. Staff may register **more than one vehicle** if needed, and license plate information must be provided for each vehicle.

Please notify Human Resources if your vehicle or license plate information changes. **Email notification is sufficient, including during evenings or weekends**, and updates will be handled during regular business hours. This process is intended to keep records accurate and is not designed for immediate enforcement action.

ENFORCEMENT, SIGNAGE & PURPOSE

Parking enforcement begins February 1, 2026.

Updated signage will indicate either "Staff Parking Only" or "Library Parking Only," as appropriate, with posted library and staff usage hours. Signage will vary by location to reflect the intended use of each parking area.

ENFORCEMENT FOCUS

This process is designed to **support staff, not penalize them**. Enforcement efforts are primarily focused on vehicles that use library parking spaces for **extended, non-library purposes**, rather than on staff or patrons using the library appropriately.

This is different from patrons who park in the South Lot to access the Greenway or other short-term, appropriate uses of library parking.

The goal is to recognize the many legitimate reasons people use library parking while **maximizing availability for library patrons and staff**, particularly during busy hours.

Staff are not the focus of enforcement and should not experience this process as punitive.

STAFF PARKING LOCATIONS

To help maximize parking availability for patrons, staff are asked to park in designated staff spaces on the bottom level of the parking garage or in the south parking lot during their shift.

During large events or particularly busy times, staff may *choose* to consider nearby street parking **only if they feel it is safe and reasonable to do so**. Staff should never feel obligated to park in a location that feels unsafe, inconvenient, or unsuitable for their individual circumstances.

Staff safety and accessibility are always the priority, and these guidelines are intended to support—not override—those considerations.

Staff are never expected to park in areas that compromise their personal safety or accessibility needs.

IMPLEMENTATION PERIOD

During the first 30 days, the focus will be on **education, communication, and reminders** as everyone becomes familiar with the process.

Vehicles parked without a valid, visible permit after the implementation period may be subject to enforcement actions, including towing, particularly in staff-designated areas. **This will be for non-staff parked in Staff designated parking.**

If a staff member forgets a permit or experiences an issue displaying it, they should contact HR.

Staff may register **more than one vehicle** if needed. License plate information must be provided for each vehicle to ensure accurate records.

IMPORTANT NOTES

- Staff parking permits are not transferable to family members or non-library vehicles
- Permits are issued to active FPL employees only
- Permits may change annually (including color or format) to support enforcement
- Permits must be returned or deactivated upon separation from employment

STAFF PARKING FAQ & TALKING POINTS

- Staff will receive a Parking FAQ and set of talking points designed to help answer **common patron questions** when parking is limited, the library is extremely busy, or large events are taking place.
- This resource is intended to provide **clear, consistent, and supportive language** so staff are not put in the position of explaining policies, enforcing parking rules, or resolving parking disputes.
- The FAQ is a communication tool only and is meant to support welcoming, respectful interactions during high-traffic periods.

QUESTIONS OR UPDATES

For questions, permit pickup, or vehicle updates, staff may contact Human Resources:

- Patty Burchett – pburchett@faylib.org
- Shelton Brister – sbrister@faylib.org

Thank you for your patience, feedback, and partnership as we continue to refine this process together.

Why This Exists

Parking around the library can be challenging during busy days and large events. These guidelines are intended to protect staff access to parking, support safety, and help ensure the library can operate smoothly—while continuing to welcome patrons, programs, and community gatherings. This permit system is one part of a broader, shared effort to balance access, fairness, and safety.

Version 1.1 – January 2026

FAYETTEVILLE PUBLIC LIBRARY

Communications & Marketing Department

Board Report | February 16, 2026

Reporting Period: December 2025 – January 2026

This update highlights a powerful 60-day period where Fayetteville Public Library transitioned from significant philanthropic milestones to high-impact community activation. From world-class recording sessions in the Center for Innovation (CFI) to expanded local media partnerships, we are proving that FPL meets the public exactly where they are—from “Books to Blues” and “Storytime to Makerspaces.”

1. Legacy & Community Resonance

The community’s connection to FPL’s history remains a primary driver of engagement.

- **Honoring Jim Blair:** Following the \$90,000 gift from Jim and Nancy Blair in November, the library saw an outpouring of community support after Jim’s passing in early December.
- **Digital Tribute:** The “Remembering Jim Blair” tribute became FPL’s most impactful post to date, reaching nearly 60,000 people with a massive 21.89% engagement rate.
- **Philanthropic Momentum:** This engagement reinforces FPL as a trusted cultural cornerstone following the \$1,000,000 Tyson gift and continued donor interest.

2. Innovation & Strategic Partnerships

The “CFI Effect”: A National Stage

The Center for Innovation is no longer just a “new space”; it is a destination for industry leaders. Through our partnership with the Music Education Initiative, CFI hosted Grammy-award winner Boo Mitchell (engineer for “Uptown Funk”) and James Alexander (founding member of the Bar-Kays)—visits that generated significant digital traction and position CFI as a pipeline for national media coverage and future artist residencies.

- **Digital Traction:** The “Meet our Visiting Artist” Reel generated 207 shares, and “Visit the CFI!” content reached a 72.3% non-follower audience—successfully introducing the library to creators well outside our traditional circles.

Expansion Activation

- **Handshake Restaurant:** Since its December 6 opening, Handshake has become a consistent driver of organic social mentions and foot traffic, reinforcing the library’s role as a modern “third space.” We are monitoring its impact on first-time library visits.
- **Human Library:** Held January 10, 2026, this event utilized “human books” to foster empathy and civil dialogue, reinforcing FPL’s commitment to inclusive programming.

3. Media Growth & Earned Media Value (EMV)

We continue to strengthen connections with local TV and print outlets, resulting in increased coverage for all programming. This “Earned Media” represents a high-value financial asset for the library—organic reach that required zero additional media spend beyond existing staff time.

- **Traditional Media Reach:** We have strengthened ties with local news outlets and regional newsletters to ensure our programs are seen by the widest possible Fayetteville audience.
- **Quantifying Impact:** We track Earned Media Value (EMV)—what it would cost to purchase our organic reach through traditional advertising—using industry-standard benchmarks of \$10 CPM (cost per thousand views) and \$0.40 per engagement, conservative rates for regional digital advertising.
- **Zero Reputational Risk:** Consistent with the previous period, there were no negative or concerning stories reported across any monitored channels.

Real-World EMV Examples (December 2025 – January 2026)

By applying these benchmarks to our recent top-performing content, the Board can see the saved advertising costs we generated:

Content Piece	Metrics	Reach Value (\$10 CPM)	Engagement Value (\$0.40/ea)	Total EMV
---------------	---------	------------------------	------------------------------	-----------

Jim Blair Memorial (Dec)	59,943 Views / 1,177 Interactions	\$599.43	\$470.80	\$1,070.23
Gen Z Patron Reel (Jan)	58,811 Views / 655 Interactions	\$588.11	\$262.00	\$850.11
Snow Day Recs (Jan)	22,365 Views / 731 Interactions	\$223.65	\$292.40	\$516.05
Total for 3 Posts:				\$2,436.39

Note: This total represents just three posts. The 2026 Marketing Workbook (see Section 6) will provide cumulative EMV tracking across all content.

4. Performance Snapshot: From Views to Action

January saw a strategic shift where our high reach began converting directly into digital library engagement.

Pillar	Metric	Dec. 2025	Jan. 2026	Trend
Reach	Total Social Views	171.5K	185.3K	▲ +8%
Acquisition	Social → Site Clicks	253	512	▲ +102%
Engagement	Engagement Rate (ER)	3.37%	4.88%	▲ +1.5pp
Audience	Non-Follower Reach	37.1%	58.6%	▲ +21.5pp

- **Viral Conversion:** A January Reel regarding Gen Z registration reached 88.3% non-followers, signaling our success in attracting younger demographics.

Board Summary

The library enters the February meeting with zero negative media stories and record-breaking digital momentum. By bridging the gap between “Books to Blues,” FPL is demonstrating the full ROI of its expansion and its role as an innovative, community-centered leader in the region.

Looking ahead: The 2026 Marketing Workbook is in development and will provide the Board with a unified dashboard for tracking ROI, sentiment, cumulative Earned Media Value, and acquisition trends at a glance.

Fayetteville Public Library Foundation
 General Fund Highlight of Revenue and Expenditures
 (Preliminary: Subject to Audit)
 For Month Ended December 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 100%.

Operating (Fund 91) Unrestricted Revenue:

- **Revenue recognized December 2025:** \$85,080
- **YTD revenue recognized:** \$568,522, which is ~\$66k (13%) above budget
 - Caveat: This includes ~\$78k in unbudgeted insurance proceeds and ~\$53k in unbudgeted in-kind contributions
- **Without the insurance proceeds and in-kind:**
 - YTD revenue totals \$437,710, which is ~\$64k (13%) below budget
 - Primary drivers: Operating revenue (annual fund, event revenue, and event sponsorships) are ~\$9k below budget. Also, finance director determined it was not necessary to complete inter-fund transfers in budgeted at ~\$52k.

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

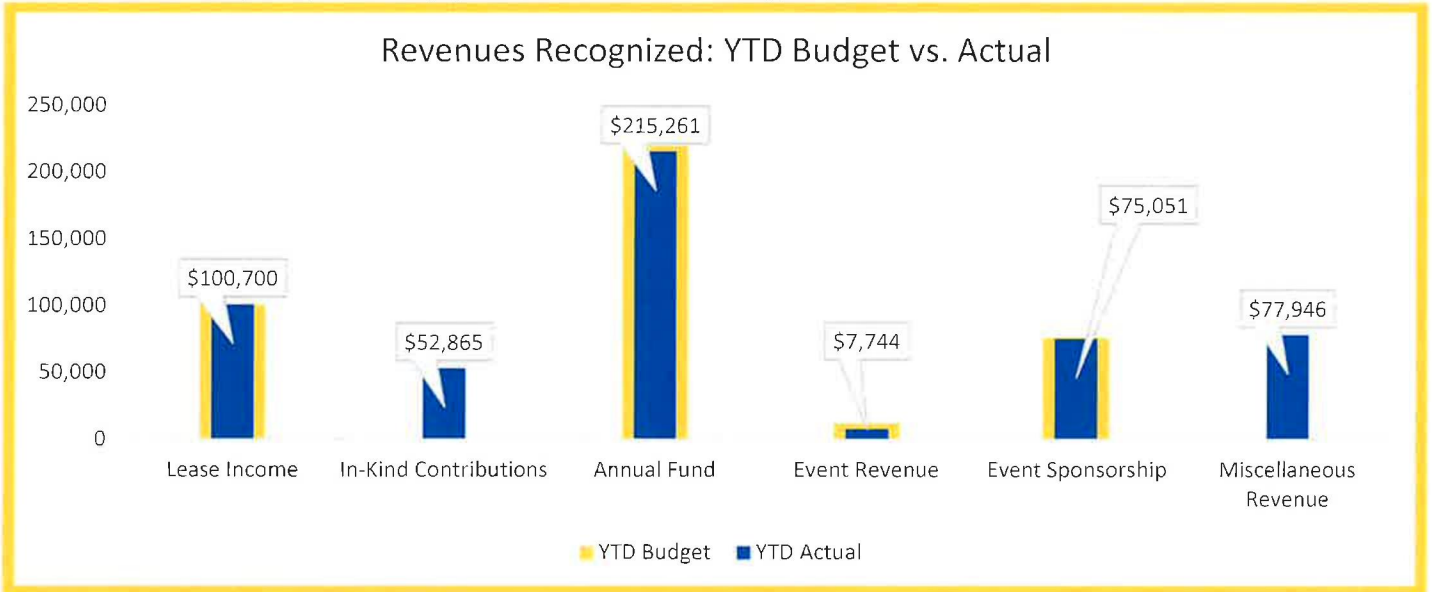


Chart reflects only unrestricted annual renewals and outright gifts revenue recorded in GL account 4012 (Annual Fund).

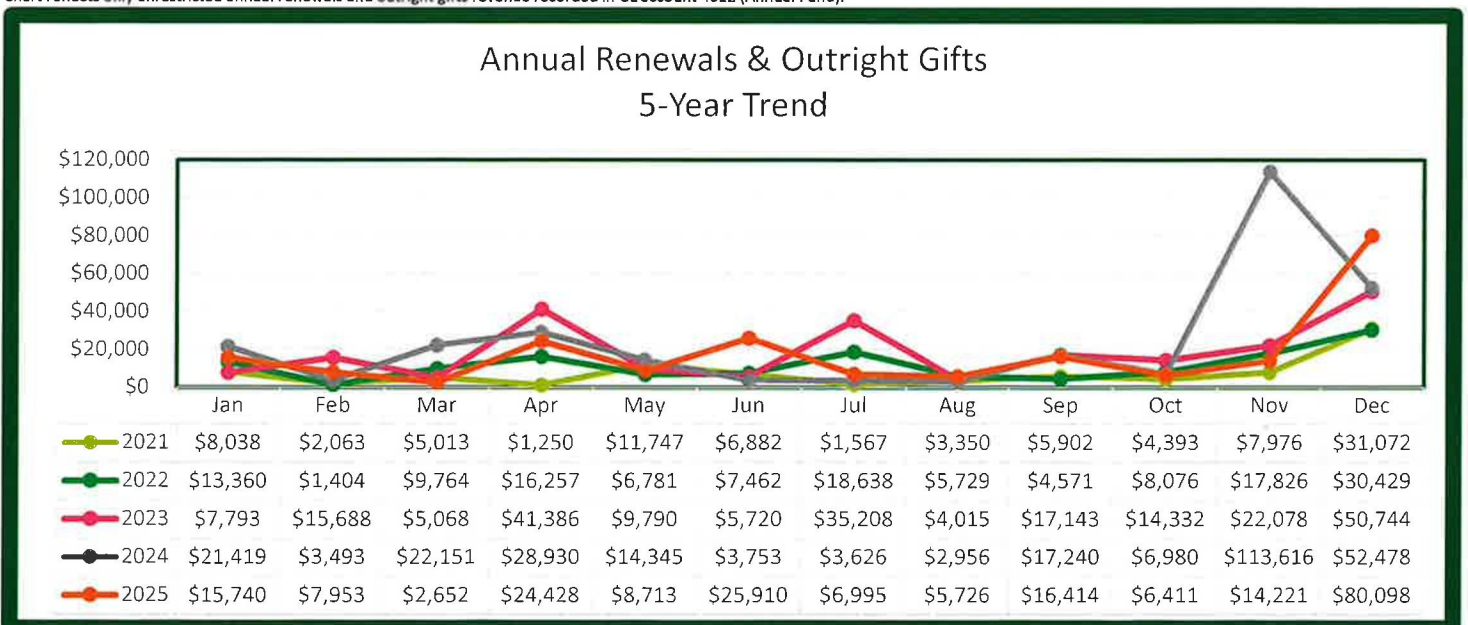
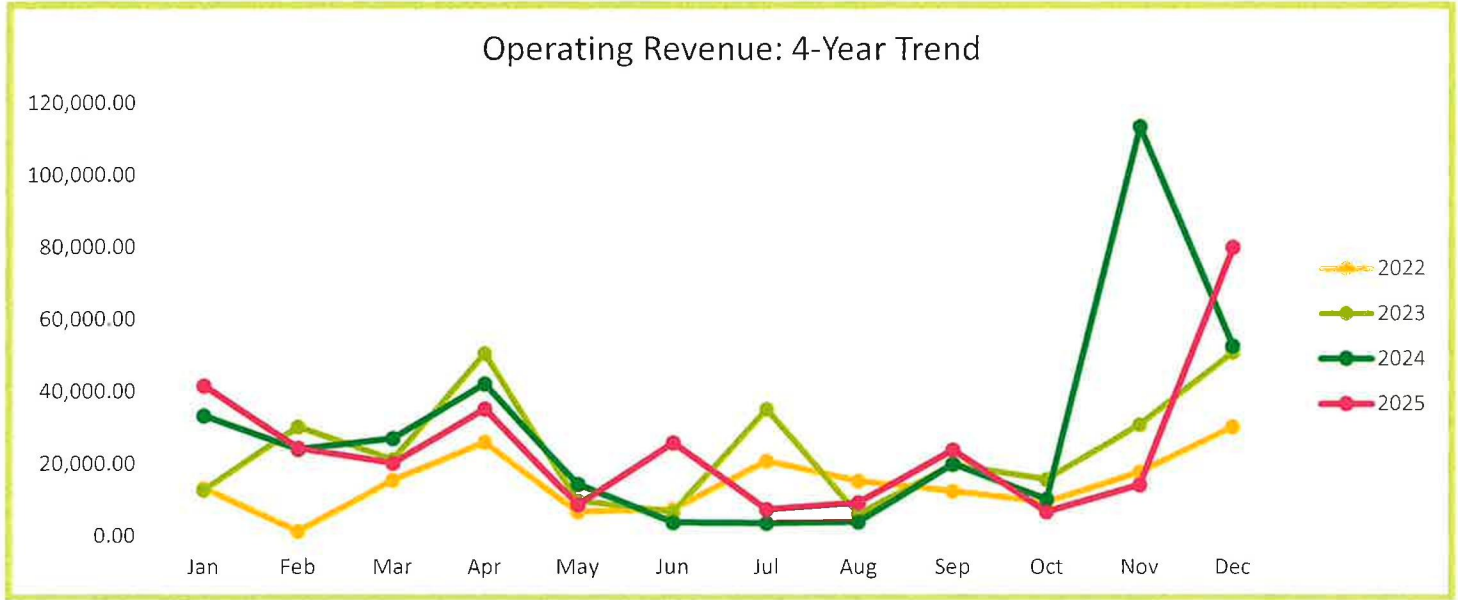


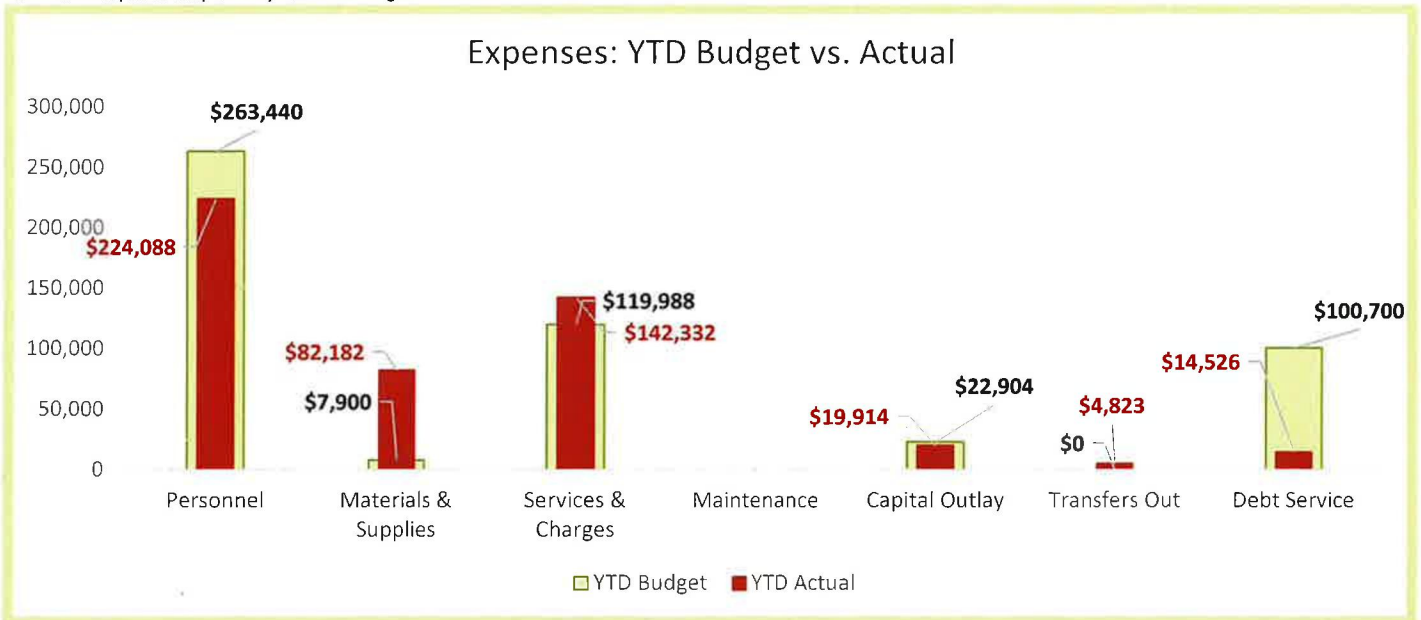
Chart reflects a 4-year trend of unrestricted operating revenue (includes annual fund, event revenue, and event sponsorships).



Operating (Fund 91) Unrestricted Expenditures:

- **Expenses recognized December 2025:** \$43,250
- **YTD expenses recognized:** \$487,866, which is ~\$27k (5%) below budget
 - Caveat: This includes ~\$78k in unbudgeted insurance payments to the Library and ~\$53k in unbudgeted in-kind expense (which offsets revenue for a net wash)
- **Without insurance payments and in-kind:**
 - YTD expenses total \$357,435, which is ~\$157k (31%) below budget
 - Primary drivers: Debt service is ~\$86k below budget due to the loan being paid down more quickly than expected, liability insurance is ~\$9k below budget, and personnel is ~\$39k below budget due to positions being vacant

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



Operating (Fund 91) Balance Sheet Highlights:

- Total liabilities: \$695,752
 - The majority, ~\$574k, represents amounts owed to other Foundation funds and to the Library
 - Net amount owed to other funds is ~\$398k
 - ~\$109k is deferred revenue, which is mostly related to the capital lease agreement with the Library
- Liabilities decreased by ~\$1.4k (<1%) compared to last month

Capital Campaign (Fund 96) Balance Sheet Highlights:

- Pledge receivable balance decreased by \$5,660 compared to last month due to pledge payments collected
- Long-term debt decreased by \$36.2k due to principal payments made. Loan balance is currently ~\$226k. Staff continues to evaluate the balance owed, which is offset by cash and other assets in addition to pledges receivable.



MEMO

TO: Fayetteville Public Library Board of Trustees
FROM: David Johnson, Executive Director
DATE: February 16, 2025
RE: Roll-Forward Budget from 2025 to 2026 (Unrestricted Funds)

Background:

Rollover represents remaining unrestricted Operating Fund dollars from the prior budget year that are still available after we have accounted for known expenses, existing commitments, required reserves, and any funding that is restricted for specific purposes. In simple terms, it is funding that was not needed for operations in the prior year and can be carried forward to support the current year.

Unrestricted rollover funds are typically used for one-time needs, such as projects, equipment, or other discretionary items, as well as to cover financial commitments that began in the prior calendar year but were completed or paid in the current year. These funds are not intended to support ongoing or recurring operating costs.

The rollover calculation presented in this memo reflects unrestricted funds only. Rollover related to restricted funds, including grants and other purpose-restricted revenues, is still being finalized and will be addressed through a separate budget amendment. Consistent with Policy FB-1, these amendments will be reviewed and approved by the Executive Director and are not anticipated to require Board action.

Discussion:

Fund 10: Year-End Budget Results

The Library ended the fiscal year within approved budget limits.

	2025 Amended Budget	2025 Actual	Difference
Total Revenues	\$ 9,076,052	\$ 9,118,400	\$ 42,348
Total Expenditures	9,885,249	8,907,333	\$ (977,916)
Net Result (Revenue - Expenditures)	(809,197)	211,067	



	Amended Budget	Actual	Over / (Under) Budget
Revenues			
Local Tax Support	6,426,559	6,617,301	190,742
City of Fayetteville Transfers	1,812,401	1,812,401	-
State Aid & Grant Revenue	-	-	-
Charges for Services	111,620	145,414	33,794
Contributions & Donations	-	17,382	17,382
Misc Revenue	-	322,812	322,812
Transfers In	487,386	142,386	(345,000)
Investment Earnings	-	60,704	60,704
Use of Reserves	238,086		
Total	\$ 9,076,052	\$ 9,118,400	\$ 42,348
Expenditures			
Personnel Services	6,296,257	5,974,970	(321,287)
Materials & Supplies	448,630	333,329	(115,301)
Services & Charges	1,801,169	1,367,539	(429,192)
Maintenance	160,200	160,821	621
Misc. Expense	-	-	-
Transfers Out	505,725	505,725	-
Capital Outlay	673,268	564,949	(98,486)
Total	\$ 9,885,249	\$ 8,907,333	\$ (963,645)
Net Result	\$ (809,197)	\$ 211,067	

Overall spending was lower than planned across the major budget categories, driven by vacancies and timing-related differences in operational and capital-related spending.

Proposed Rollover Calculation

Following year-end close, staff reviewed the year-end results to determine which funds can be carried forward, after setting aside amounts that are already committed or restricted.



Rollover Calculation		
Description	Amount	Notes
Year-End Surplus / (Deficit)	\$ 211,067	
Rollover Amount (CY24 to CY25)	574,301	
Less: Known Unpaid Obligations	21,271	
Available Rollover amount	\$ 764,097	
Proposed Use of Rollover Funds		
Known Unpaid Obligations	21,300	
Strategic Planning	\$ 85,000	
Contingency for Unplanned Needs	80,000	
Facility Reserves	300,000	
IT Reserves	277,700	
Total of Proposed Use of RO Funds	\$ 764,000	

The proposed rollover represents uncommitted, unrestricted available funds for one-time use in CY 2026.

Planned Use of Rollover Funds

If approved, rollover funds would be used to support one-time needs, including strategic planning efforts, a contingency for unplanned needs, and funding set aside for facilities and IT-related priorities.

Budget Impact:

If approved, the proposed rollover would be added to the CY 2026 Library Operating Fund budget as one-time funding. This increases the operating budget for CY 2026 only and provides additional spending authority for one-time needs and prior-year commitments.

Because these funds are one-time in nature, they do not create ongoing or recurring budget commitments and will not increase the Library’s base operating budget in future years.

Budget Impact Summary		Amount
Adopted Budget	\$	10,265,358
add: Rollover		764,000
Revised CY 2026 Budget (Adopted + Rollover)	\$	11,029,358

Recommendation:



Fayetteville Public Library

401 W. Mountain St.
Fayetteville, AR 72701

479.856.7000
questions@faylib.org

faylib.org

Staff recommends approval of the proposed rollover of \$764,000 into the CY 2026 budget as outlined above.



RESOLUTION

RESOLUTION #2026-0216R TO AMEND THE 2025 BUDGET IN THE AMOUNT OF \$764,097 FROM UNRESTRICTED FUNDS.

WHEREAS, the Library ended the 2025 calendar year within approved budget limits;

WHEREAS, overall spending was below plan due primarily to vacancies and timing-related differences in spending, resulting in unrestricted Library Operating Fund dollars available for rollover;

WHEREAS, after accounting for known obligations, the total available rollover amount is \$764,097, of which staff proposes to incorporate \$764,000 into the 2026 budget;

WHEREAS, the proposed rollover funds are one-time in nature and are intended to support one-time needs only, including strategic planning, a contingency for unplanned needs, and setting aside for future Facilities and IT needs;

WHEREAS, incorporation of rollover funds into the 2026 budget increases budget authority for the current year only and does not create ongoing or recurring operating commitments;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE FAYETTEVILLE PUBLIC LIBRARY:

Authorizes the amendment of the 2026 Budget in the amount of \$764,000 in rollover funding for the purposes outlined above.

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: Sam Palmer, Director of Facilities
DATE: February 16, 2025
RE: Building Modifications for Storage Room 210

Background/Discussion:

The IT Department has grown significantly over the past three years, prompting a request for more staff space in the Center for Innovation (CFI). To accommodate the expanding team, space has been identified in the Audio Visual 210 storage room that could be remodeled into two private offices and eight open cubicles.

Before this shift could take place, several changes will need to be made: removing all the items, liquidating unused equipment, and relocating necessary items to the Event Center storage on the second floor. Additional shelving would be installed in both the Event Center and Tool Library storage areas to make room for the IT equipment. The construction necessary to repurpose this space includes adding glass or drywall walls and doors, modifying lighting and HVAC systems, and supplying office furniture for the staff.

These changes would better accommodate the needs of the CFI team and enhance operational efficiency.

Recommendation:

Staff recommends authorizing the decommission of the 210 AV-IT storage space and repurpose it as CFI offices.