

# Boone County Library Board Meeting

## Agenda for 1/22/2026

### Call to Order

### Reading of the Minutes

11/20/2025, 11/21/2025 and 1/9/2026

### Financial Report

November & December 2025

### Director Reports

### Committee Reports

Budget and Finance

Foundation

Property and Technology

Personnel

### Old Business

### New Business

Allocation Motion for FFD \$10,000 (pg 28)

Election of Board Members

Arvest Trust - schedule presentation or motion for allocation/spending rule

CD maturity

The spring workday is scheduled for May 11, 2026

Email from State Library (pg 27)

### Remarks from Board Members

### Remarks from Visitors

### Adjournment

# ***Boone County Library Board Meeting***

## ***Meeting Minutes***

1/9/2026

### **Call to Order**

Library Board Vice Chair Diane Thompson called to order the special meeting of the Boone County Library Board at 10:04 AM on January 9, 2026. Board members present were Diane Thompson, DeShay Melbourne and Penny DeJournett. Staff members present were Angelia Mueller and Sherri Smith. Visitors present were Rett Howard and James Damron with Risley Architects.

### **Meeting With Risley Architects**

Discussion

### **Remarks from Board Members**

### **Remarks from Visitors**

### **Adjournment**

Vice Chair Diane Thompson adjourned the meeting at 10:58 AM.

Minutes submitted by: Sherri Smith

*Boone County Library Board Meeting*  
*Meeting Minutes*  
December 2025

**No meeting was held**

County of Boone County Treasurer  
 Summary of Treasury Account Balances  
 Treasury's Accounts  
 25-12 to 25-12  
 12/01/2025 - 12/31/2025

Posted on/Before 01/02/2026 (a)

<u>Fund</u>	<u>Begin Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>End Balance</u>
1000-County General	6,056,676.16	2,645,492.19	-1,599,754.07	7,102,414.28
1001-General Reserve Fund	1,140,879.04	2,007.69	0.00	1,142,886.73
1005-Coronavirus Relief F	0.00	0.00	0.00	0.00
1006-ARPA Revenue Replace	0.00	0.00	0.00	0.00
1007-Local Assistance Tri	0.00	0.00	0.00	0.00
1801-Drug & Office Supply	2,393.65	4.22	0.00	2,397.87
1802-District Court ACT 9	2,033.11	33.61	-0.60	2,066.12
1803-American Rescue Plan	0.81	0.00	0.00	0.81
1804-Boone Co Governmenta	0.00	0.00	0.00	0.00
2000-County Road	3,308,394.96	207,078.26	-258,736.24	3,256,736.98
2003-Additional Motor Fue	196,837.91	16,157.83	-10,805.46	202,190.28
3000-Treasurer's Automati	375,788.15	660.56	-852.69	375,596.02
3001-Collector's Automati	650,314.47	1,141.43	-3,692.19	647,763.71
3002-Circuit Court Automa	79,751.11	583.59	-198.71	80,135.99
3003-District Court Autom	4,982.13	2,005.59	-3,027.54	3,960.18
3004-Assessor's Amendment	72,900.84	128.29	0.00	73,029.13
3005-County Clerks Cost F	38,006.46	1,190.79	-6,912.57	32,284.68
3006-CO Recorder's Cost F	466,379.25	23,155.42	-5,916.84	483,617.83
3008-County Library	950,505.11	48,849.23	-80,589.30	918,765.04
<del>3012-Child Support Fund</del>	<del>2,876.73</del>	<del>3.67</del>	<del>0.00</del>	<del>2,873.80</del>
3017-Jail Maintenance Fun	68,138.23	9,933.91	-4,634.13	73,438.01
3019-Boating Safety	47,548.48	83.68	0.00	47,632.16
3020-911	47,572.54	175,662.22	-144,583.56	78,651.20
3024-Public Defender	22,160.48	1,418.24	-6,140.34	17,438.38
3025-Prosecutor Victim/Wi	22,512.52	4,216.06	-11,798.17	14,930.41
3027-District Court Proba	0.00	0.00	0.00	0.00
3028-Drug Court Fund	20,343.11	35.78	0.00	20,378.89
3031-Juvenile Probation/F	14,480.20	85.58	-1.20	14,564.58
3034-Cops In Schools	39,345.28	142.10	-31,508.71	7,978.67
3035-Criminal Justice Fun	14,336.66	722.44	0.00	15,059.10
3039-Circuit Clerk Commis	18,722.31	32.95	0.00	18,755.26
3042-Assessor's Late Asse	7,054.05	135.11	-2.45	7,186.71
3046-American Rescue Plan	0.00	0.00	0.00	0.00
3401-2013 Flood Fund	0.00	0.00	0.00	0.00
3402-December 2015 Flood	0.00	0.00	0.00	0.00
3403-FEMA Disaster #4318	0.00	0.00	0.00	0.00
3498-County Jail Operatio	3,576,917.27	249,044.42	-203,029.68	3,622,932.01
3499-Jail Debt Service Fu	534,079.75	970.56	0.00	535,050.31
3500-Arkansas Disaster Re	10,000.00	0.00	0.00	10,000.00
3501-Historic Preservatio	0.00	0.00	0.00	0.00
3502-Hospital Grant 2020	0.00	0.00	0.00	0.00
3503-Humane Society Grant	0.00	0.00	0.00	0.00
3504-Omaha Fire Departmen	0.00	0.00	0.00	0.00
3505-Bergman Fire Dept Gr	0.00	0.00	0.00	0.00
3506-Ozark Humane Society	0.00	0.00	0.00	0.00
3507-Supplemental Juvenil	18,456.68	0.00	-100.00	18,356.68

Prepared by: Tiffany HornFunds : 1000-6804 Printed 08:14:47 02 JAN 2026  
 TR.ACCT.BAL (sum)

YTD County Income/State Aid  
December 2025

MONTH	County 2024	State Aid 2024	Total for Month 2024	County 2025	State Aid 2025	Total for Month 2025	Monthly Difference
January	\$ 80,170.02	\$ -	\$ 80,170.02	\$ 86,211.82	\$ -	\$ 86,211.82	\$ 6,041.80
February	\$ 3,885.59	\$ -	\$ 3,885.59	\$ 9,681.40	\$ -	\$ 9,681.40	\$ 5,795.81
March	\$ 27,672.66	\$ 18,885.00	\$ 46,557.66	\$ 52,033.38	\$ -	\$ 52,033.38	\$ 5,475.72
April	\$ 49,668.17	\$ -	\$ 49,668.17	\$ 35,404.51	\$ 19,067.00	\$ 54,471.51	\$ 4,803.34
May	\$ 134,427.60	\$ 18,885.00	\$ 153,312.60	\$ 133,181.72	\$ 19,067.00	\$ 152,248.72	\$ (1,063.88)
June	\$ 23,759.85	\$ -	\$ 23,759.85	\$ 15,121.93	\$ -	\$ 15,121.93	\$ (8,637.92)
July	\$ 30,536.87	\$ -	\$ 30,536.87	\$ 19,945.53	\$ -	\$ 19,945.53	\$ (10,591.34)
August	\$ 15,052.89	\$ -	\$ 15,052.89	\$ 18,278.61	\$ -	\$ 18,278.61	\$ 3,225.72
September	\$ 18,887.88	\$ 19,067.00	\$ 37,954.88	\$ 24,641.79	\$ 17,624.00	\$ 42,265.79	\$ 4,310.91
October	\$ 114,793.53	\$ -	\$ 114,793.53	\$ 79,010.99	\$ -	\$ 79,010.99	\$ (35,782.54)
November	\$ 182,599.23	\$ -	\$ 182,599.23	\$ 191,246.36	\$ -	\$ 191,246.36	\$ 8,647.13
December	\$ (2,739.47)	\$ 19,067.00	\$ 16,327.53	\$ 31,225.23	\$ 17,624.00	\$ 48,849.23	\$ 32,521.70
<b>YTD Total Comparison</b>	\$ 678,714.82	\$ 75,904.00	\$ 754,618.82	\$ 695,983.27	\$ 73,382.00	\$ 769,365.27	\$ 14,746.45

Treasurer's Report Recap			
	December 2024	December 2025	Net
Beginning Balance	\$ 932,181.66	\$ 950,505.11	\$ 18,323.45
Interest not on previous statement	\$ -	\$ -	\$ -
Income	\$ 16,327.53	\$ 48,849.23	\$ 32,521.70
Adjustments	\$ -	\$ -	\$ -
Bills Paid	\$ 61,597.92	\$ 79,637.10	\$ 18,039.18
Commissions	\$ 307.39	\$ 952.20	\$ 644.81
Ending Balance	\$ 886,603.88	\$ 918,765.04	\$ 32,161.16

County Of Boone  
 Summary Statement of Operation  
 Expenditures  
 25-01 to 25-13  
 01/01/2025 - 12/31/2025  
 3008 County Library

Posted on or Before 01/02/2026

Account	Description	Orig Budget	Amendments	Amend Budget	12/01 - 12/31		Year to Date		Balance	Used
					Trans	Enc	Trans	Enc		
<b>3008.0600</b>	<b>Boone County Library</b>									
1001	Salaries, Full-Time	384,036.32	15,731.40	399,767.72	13,233.84	0.00	357,584.74	0.00	42,182.98	89.45
1002	Salaries, Part-Time	86,944.00	2,353.38	89,297.38	2,544.60	0.00	60,041.74	0.00	29,255.64	67.24
1003	Extra Help	5,000.00	0.00	5,000.00	0.00	0.00	6,101.00	0.00	-1,101.00	122.02
1006	Social Security Matchi	36,412.50	1,383.49	37,795.99	0.00	0.00	30,066.85	0.00	7,729.14	79.55
1007	Retirement Matching	58,834.37	2,410.05	61,244.42	0.00	0.00	53,324.78	0.00	7,919.64	87.07
1009	Health Insurance Match	40,974.00	0.00	40,974.00	0.00	0.00	38,047.29	0.00	2,926.71	92.86
1010	Workmen's Compensation	1,685.00	0.00	1,685.00	0.00	0.00	1,000.00	0.00	685.00	59.35
1011	Unemployment Compensat	1,300.00	0.00	1,300.00	0.00	0.00	249.01	0.00	1,050.99	19.15
	<b>Sub Total Personal Services</b>	<b>615,186.19</b>	<b>21,878.32</b>	<b>637,064.51</b>	<b>15,778.44</b>	<b>0.00</b>	<b>546,415.41</b>	<b>0.00</b>	<b>90,649.10</b>	<b>85.77</b>
2001	General Supplies	6,000.00	0.00	6,000.00	0.00	0.00	4,849.96	0.00	1,150.04	80.83
2002	Small Equipment	10,000.00	0.00	10,000.00	0.00	0.00	10,190.38	0.00	-190.38	101.90
2003	Janitorial Supplies	6,000.00	1,000.00	7,000.00	0.00	0.00	5,746.98	0.00	1,253.02	82.10
2006	Clothing and Uniforms	2,500.00	0.00	2,500.00	0.00	0.00	1,287.94	0.00	1,212.06	51.52
2020	Building Materials and	3,000.00	800.00	3,800.00	0.00	0.00	2,867.39	0.00	932.61	75.46
2022	Plumbing and Electrica	1,500.00	0.00	1,500.00	0.00	0.00	527.85	0.00	972.15	35.19
2024	Maintenance and Servic	16,077.00	-800.00	15,277.00	0.00	0.00	12,803.59	0.00	2,473.41	83.81
2032	Books	50,000.00	0.00	50,000.00	0.00	0.00	31,706.17	0.00	18,293.83	63.41
2035	Cataloging Supplies	5,000.00	-1,000.00	4,000.00	0.00	0.00	2,801.86	0.00	1,198.14	70.05
	<b>Sub Total Supplies</b>	<b>100,077.00</b>	<b>0.00</b>	<b>100,077.00</b>	<b>0.00</b>	<b>0.00</b>	<b>72,782.12</b>	<b>0.00</b>	<b>27,294.88</b>	<b>72.73</b>
3007	Drug Testing	1,000.00	-1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3009	Other Professional Ser	13,930.00	7,700.00	21,630.00	0.00	0.00	17,345.72	0.00	4,284.28	80.19
3020	Telephone & Fax - Land	13,500.00	0.00	13,500.00	0.00	0.00	11,940.81	0.00	1,559.19	88.45
3021	Postage	4,000.00	-1,000.00	3,000.00	0.00	0.00	2,080.94	0.00	919.06	69.36

Prepared by: Kristie Blevins  
 SOP.RPT

Funds : 3008  
 Printed 15:15:06 02 JAN 2026  
 Depts : 0600 Lines : ALL

County Of Boone  
Summary Statement of Operation  
Expenditures

25-01 to 25-13

01/01/2025 - 12/31/2025 Posted on or Before 01/02/2026

3008 County Library

Account	Description	Orig Budget (continued from previous page)	Amendments	12/01 - 12/31		Year to Date		Enc	Balance	Used
				Amend Budget	Trans	Enc	Trans			
3008.0600	Boone County Library	700.00	0.00	700.00	0.00	0.00	0.00	0.00	700.00	0.00
3022	Cell Phones and Pagers	2,280.00	0.00	2,280.00	0.00	0.00	0.00	0.00	1,704.05	25.26
3030	Travel	2,500.00	0.00	2,500.00	0.00	0.00	0.00	0.00	580.47	76.78
3040	Advertising and Public	31,050.00	0.00	31,050.00	0.00	0.00	0.00	0.00	17.36	99.94
3052	Fire and Extended Cove	50.00	0.00	50.00	0.00	0.00	0.00	0.00	50.00	0.00
3054	Other Sundry Insurance	1,188.50	0.00	1,188.50	0.00	0.00	0.00	0.00	0.00	100.00
3055	General Liability - (C	20,000.00	-3,000.00	17,000.00	0.00	0.00	0.00	0.00	1,877.69	88.95
3060	Electricity	9,000.00	0.00	9,000.00	0.00	0.00	0.00	0.00	3,445.61	61.72
3061	Gas	1,500.00	0.00	1,500.00	0.00	0.00	0.00	0.00	311.37	79.24
3062	Water	1,000.00	0.00	1,000.00	0.00	0.00	0.00	0.00	102.76	89.72
3063	Waste Disposal	940.00	0.00	940.00	0.00	0.00	0.00	0.00	940.00	0.00
3090	Dues and Memberships	1,500.00	0.00	1,500.00	0.00	0.00	0.00	0.00	1,121.05	25.26
3094	Meals and Lodging	7,000.00	0.00	7,000.00	0.00	0.00	0.00	0.00	1,620.37	76.85
3100	Other Miscellaneous	4,500.00	0.00	4,500.00	0.00	0.00	0.00	0.00	16.49	99.63
3102	Computer Software, Sup									
	Sub Total Other Charges	115,638.50	2,700.00	118,338.50	0.00	0.00	0.00	0.00	19,249.75	83.73
	Dept Total * Boone County Libr	830,901.69	24,578.32	855,480.01	15,778.44	0.00	0.00	0.00	137,193.73	83.96

Prepared by: Kristie Blevins  
SOP.RPT

Funds : 3008 Printed 15:15:06 02 JAN 2026  
Depts : 0600 Lines : ALL

Expenditure Code Report  
Fund 3008 Boone County Library  
County Of Boone Harrison AR.  
12/01/2025 to 12/31/2025

Claim Number	Claim Date	Description	Check Date	Dept Num	L.I.N.E Code	Job Code	Claim Amount	Check Number	Payee Name
		Salaries, Full-Time	12/05/25	0600	1001		9,485.57	PY-2512.1	Salaries-Full Time
		Salaries, Full-Time	12/05/25	0600	1001		2,232.32	PY-2512.1	Holiday Off
		Salaries, Full-Time	12/05/25	0600	1001		479.15	PY-2512.1	PTO Taken
		Salaries, Full-Time	12/05/25	0600	1001		57.40	PY-2512.1	Comp Hours Taken
		Salaries, Full-Time	12/05/25	0600	1001		669.64	PY-2512.1	Vacation Taken
		Salaries, Full-Time	12/19/25	0600	1001		12,584.13	PY-2512.4	Salaries-Full Time
		Salaries, Full-Time	12/19/25	0600	1001		426.80	PY-2512.4	PTO Taken
		Salaries, Full-Time	12/19/25	0600	1001		112.56	PY-2512.4	Vacation Taken
		Salaries, Full-Time	12/19/25	0600	1001		25.85	PY-2512.4	Comp Hours Taken
		Salaries, Full-Time	12/31/25	0600	1001		275.53	PY-2512.5	PTO Taken
		Salaries, Full-Time	12/31/25	0600	1001		300.16	PY-2512.5	Vacation Taken
		Salaries, Full-Time	12/31/25	0600	1001		128.02	PY-2512.5	Comp Hours Taken
		Salaries, Full-Time	12/31/25	0600	1001		37.35	PY-2512.5	Comp Time Payout
		Salaries, Full-Time	12/31/25	0600	1001		10,260.46	PY-2512.5	Salaries-Full Time
		Salaries, Full-Time	12/31/25	0600	1001		2,232.32	PY-2512.5	Holiday Off
		Subtotal					39,307.26		
		Salaries, Part-Time	12/05/25	0600	1002		2,915.25	PY-2512.1	Salaries-Part Time
		Salaries, Part-Time	12/19/25	0600	1002		3,071.75	PY-2512.4	Salaries-Part Time
		Salaries, Part-Time	12/31/25	0600	1002		2,544.60	PY-2512.5	Salaries-Part Time
		Subtotal					8,531.60		
25.3357	12/09/25	Social Security Matching	12/09/25	0600	1006		1,165.37	DD12223	INTERNAL REVENUE SERVIC
25.3550	12/22/25	Social Security Matching	12/22/25	0600	1006		1,194.58	DD12427	INTERNAL REVENUE SERVIC
		Subtotal					2,359.95		
25.3356	12/09/25	Retirement Matching	12/09/25	0600	1007		2,117.22	DD12222	AR PUBLIC EMPLOYEES RET
25.3549	12/22/25	Retirement Matching	12/22/25	0600	1007		2,186.06	DD12426	AR PUBLIC EMPLOYEES RET
		Subtotal					4,303.28		
25.3556	12/23/25	Health Insurance Matching	12/23/25	0600	1009		2,809.10	DD12433	Cigna
25.3608	12/30/25	Health Insurance Matching	12/30/25	0600	1009		27.90	DD12623	COLONIAL LIFE INSURANCE
25.3609	12/30/25	Health Insurance Matching	12/30/25	0600	1009		7.50	DD12624	CONSOLIDATED ADMIN SERV
25.3610	12/30/25	Health Insurance Matching	12/30/25	0600	1009		2,809.10	DD12625	Cigna
		Subtotal					5,653.60		

Prepared by: Kristie Blevins  
EXP.CODE.RPT

Printed 15:22:49 02 JAN 2026

Expenditure Code Report  
Fund 3008 Boone County Library  
County Of Boone Harrison AR.  
12/01/2025 to 12/31/2025

Claim Number	Claim Date	Description	Check Date	Dept Num	LINE Code	Job Code	Claim Amount	Check Number	Payee Name
25.3422	12/17/25	General Supplies	12/17/25	0600	2001		333.50	44370	AMAZON CAPITAL SERVICES
25.3435	12/17/25	General Supplies	12/17/25	0600	2001		64.12	44383	TRI LAKES CULLIGAN
25.3566	12/23/25	General Supplies	12/23/25	0600	2001		10.94	44544	AMAZON CAPITAL SERVICES
		Subtotal					408.56		
25.3422	12/17/25	Small Equipment	12/17/25	0600	2002		3,348.26	44370	AMAZON CAPITAL SERVICES
25.3426	12/17/25	Small Equipment	12/17/25	0600	2002		199.94	44374	CINTAS CORP
25.3436	12/17/25	Small Equipment	12/17/25	0600	2002		227.31	44384	VISA
25.3566	12/23/25	Small Equipment	12/23/25	0600	2002		3,798.97	44544	AMAZON CAPITAL SERVICES
		Subtotal					7,574.48		
25.3422	12/17/25	Janitorial Supplies	12/17/25	0600	2003		109.49	44370	AMAZON CAPITAL SERVICES
25.3426	12/17/25	Janitorial Supplies	12/17/25	0600	2003		147.10	44374	CINTAS CORP
25.3436	12/17/25	Janitorial Supplies	12/17/25	0600	2003		42.40	44384	VISA
		Subtotal					298.99		
25.3432	12/17/25	Maintenance and Service Cont	12/17/25	0600	2024		1,071.67	44380	KONE INC.
25.3569	12/23/25	Maintenance and Service Cont	12/23/25	0600	2024		93.08	44547	FITTON TERMITE & PEST C
25.3572	12/23/25	Maintenance and Service Cont	12/23/25	0600	2024		134.00	44550	SUMNERONE
		Subtotal					1,298.75		
25.3364	12/15/25	Books	12/15/25	0600	2032		22.00	44333	ARKANSAS DEPT. FINANCE
25.3422	12/17/25	Books	12/17/25	0600	2032		248.48	44370	AMAZON CAPITAL SERVICES
25.3424	12/17/25	Books	12/17/25	0600	2032		640.87	44372	BLACKSTONE PUBLISHING
25.3425	12/17/25	Books	12/17/25	0600	2032		23.97	44373	CENTER POINT LARGE PRIN
25.3430	12/17/25	Books	12/17/25	0600	2032		113.66	44378	INGRAM LIBRARY SERVICES
25.3433	12/17/25	Books	12/17/25	0600	2032		4,000.00	44381	OCLC, INC.
25.3436	12/17/25	Books	12/17/25	0600	2032		25.14	44384	VISA
25.3566	12/23/25	Books	12/23/25	0600	2032		49.17	44544	AMAZON CAPITAL SERVICES
25.3567	12/23/25	Books	12/23/25	0600	2032		27.99	44545	BLACKSTONE PUBLISHING
		Subtotal					5,151.28		
25.3429	12/17/25	Other Professional Services	12/17/25	0600	3009		500.00	44377	GINGER SCHOENENBERGER
		Subtotal					500.00		

Prepared by: Kristie Blevins  
EXP.CODE.RPT

Printed 15:22:49 02 JAN 2026

Expenditure Code Report  
Fund 3008 Boone County Library  
County Of Boone Harrison AR.  
12/01/2025 to 12/31/2025

Claim Number	Claim Date	Description	Check Date	Dept Num	LINE Code	Job Code	Claim Amount	Check Number	Payee Name
25.3434	12/17/25	Telephone & Fax - Landline	12/17/25	0600	3020		1,086.07	44382	RITTER COMMUNICATIONS
		Subtotal					1,086.07		
25.3428	12/17/25	Postage	12/17/25	0600	3021		2.44	44376	FORESEE INSURANCE CPU
25.3570	12/23/25	Postage	12/23/25	0600	3021		4.47	44548	FORESEE INSURANCE CPU
		Subtotal					6.91		
25.3571	12/23/25	Travel	12/23/25	0600	3030		42.12	44549	LORI COX
		Subtotal					42.12		
25.3431	12/17/25	Advertising and Publications	12/17/25	0600	3040		300.00	44379	KCWD/KNWA
25.3436	12/17/25	Advertising and Publications	12/17/25	0600	3040		628.15	44384	VISA
		Subtotal					928.15		
25.3568	12/23/25	Electricity	12/23/25	0600	3060		1,378.45	44546	ENTERGY
		Subtotal					1,378.45		
25.3423	12/17/25	Gas	12/17/25	0600	3061		750.25	44371	BLACK HILLS ENERGY
		Subtotal					750.25		
25.3427	12/17/25	Water	12/17/25	0600	3062		124.60	44375	CITY OF HARRISON (WATER
		Subtotal					124.60		
25.3427	12/17/25	Waste Disposal	12/17/25	0600	3063		82.54	44375	CITY OF HARRISON (WATER
		Subtotal					82.54		
25.3422	12/17/25	Other Miscellaneous	12/17/25	0600	3100		122.19	44370	AMAZON CAPITAL SERVICES
25.3436	12/17/25	Other Miscellaneous	12/17/25	0600	3100		155.29	44384	VISA
		Subtotal					277.48		
25.3436	12/17/25	Computer Software, Support,	12/17/25	0600	3102		2,893.64	44384	VISA
		Subtotal					2,893.64		
		<b>Department Total</b>					<b>82,957.96</b>		

**County Transaction Report**

**December 2025**

Check #		Memo	Line Item #	Amount
44373	Center Point Large Print	Invoice#2210498 Large Print Books	2032A	\$ 23.97
44377	Ginger Schoenenberger	Invoice#122025 MLS of Record Consulting Fee	3009	\$ 500.00
44375	City of Harrison	Annex 10/5/2025-11/3/2025	3062	\$ 31.65
		Main 10/5/2025-11/3/2025	3062	\$ 92.95
		Trash	3063	\$ 82.54
44374	Cintas	Invoice#4250343007 Janitorial	2003	\$ 199.94
44370	Amazon Capital Services	Office Supplies	2001	\$ 15.32
		Janitorial Supplies	2003	\$ 109.49
		Books & AV	2032	\$ 149.00
44378	Ingram	Books & AV	2032	\$ 113.66
44384	Visa	Walmart 11/3/2025 Adult Programs	3100A	\$ 40.98
		Ubiquiti Store Invoice#US3706039		
		Computer Networking Supplies	2002	\$ 227.31
		Any Promo Order#SA6532252		
		Promotional Items for 2026	3040	\$ 397.62
		Any Promo Order#SA6532246		
		Promotional Items for 2026	3040	\$ 230.53
		Amazon Kindle Books	2032A	\$ 25.14
		Walmart 11/13/2025 Janitorial Supplies	2003	\$ 16.65
		Walmart 11/14/2025 Janitorial Supplies	2003	\$ 25.75
		Walmart.com Order#2000140-04778142		
		YA Programs	3100YA	\$ 37.83
		Cash Saver 11/24/2025 Lizard Food	3100D	\$ 4.49
		Godaddy Receipt#3477053847 Computer Software	3102	\$ 1,043.64
		Tech Soup Request#4411847 Computer Software	3102	\$ 1,850.00
		Walmart.com Order#2000139-90648992		
		Children's Programs	3100J	\$ 71.99
44376	CPU Foresee General Ins Agcy	Shipping	3021	\$ 2.44
44380	Kone	Invoice#871870982 Elevator Contract	2024	\$ 1,071.67
44371	Black Hills Energy	Annex 11/10/25-12/9/25	3061	\$ 163.33
		Main 11/10/25-12/9/25	3061	\$ 586.92
44372	Blackstone Publishing	Audio Books	2032A	\$ 640.87

44374	Cintas	Invoice#4251740273 Janitorial Supplies	2003	\$ 147.10
44383	Tri Lakes Culligan	Invoice#723936	2001	\$ 64.12
44379	KCWD/KNWA	Invoice#1341-00017-0000 Advertising	3040	\$ 300.00
44381	OCLC	Invoice#1000474423 Streaming Videos DVD's are being produced less	2032D	\$ 4,000.00
44382	Ritter	Invoice#401193793 Phone/Internet	3020	\$ 1,086.07
44370	Amazon Capital Services	Office Supplies	2001	\$ 318.18
		Computer Networking Supplies	2002	\$ 3,348.26
		Books & AV	2032	\$ 99.48
		Adult Programs	3100A	\$ 122.19
44545	Blackstone Publishing	Invoice#2220704 Audio Books	2032A	\$ 27.99
44547	Fitton	Invoice#41840 (12/9/2025)	2024	\$ 93.08
44546	Entergy	Main 11/10/2025-12/10/2025	3060	\$ 1,306.44
		Annex 11/10/2025-12/10/2025	3060	\$ 72.01
44548	CPU Foresee General Ins Agcy	Shipping	3021	\$ 4.47
44550	Sumner One	Invoice#4468894 Copier Maintenance Contract	2024	\$ 134.00
44549	Lori Cox	Travel Outreach December 2025	3030	\$ 42.12
44544	Amazon Capital Services	Computer Networking Supplies	2002	\$ 3,798.97
		Office Supplies	2001	\$ 10.94
		Books & AV	2032	\$ 49.17
EFT	Arkansas Department of Finance & Admin	Excise Tax for November 2025		\$ 22.00
	<i>Total Warrants Paid</i>			\$22,802.27

**Cash Register Receipts  
December 2025**

**Cash Register Receipts YTD**

	Memorials	Donations	Genealogy	Copier	Lost Books	Ear Buds	Paperback Sales	Misc	Fines	ILL	Book Bags	Music DVD	Fax	Notary	Short/Over Adjust	Total
January	\$ 270.00	\$ 2.55	\$ -	\$ 365.00	\$ 144.00	\$ 3.00	\$ 52.00	\$ -	\$ 234.83	\$ -	\$ -	\$ 0.50	\$ 55.35	\$ -	\$ -	\$ 1,127.23
February	\$ 200.00	\$ 516.49	\$ -	\$ 761.35	\$ 108.89	\$ 9.50	\$ 62.00	\$ -	\$ 124.30	\$ 5.00	\$ -	\$ -	\$ 47.25	\$ -	\$ (5.90)	\$ 1,828.88
March	\$ 100.00	\$ 145.00	\$ 120.00	\$ 529.55	\$ 81.90	\$ 1.50	\$ 60.00	\$ -	\$ 124.30	\$ -	\$ -	\$ -	\$ 64.75	\$ -	\$ -	\$ 1,172.35
April	\$ -	\$ 209.49	\$ -	\$ 741.80	\$ 104.29	\$ 4.50	\$ 61.00	\$ -	\$ 91.40	\$ -	\$ -	\$ 415.00	\$ 30.75	\$ -	\$ -	\$ 1,603.63
May	\$ 50.00	\$ 43.91	\$ -	\$ 703.35	\$ 51.00	\$ 6.00	\$ 36.00	\$ -	\$ 301.38	\$ 5.00	\$ -	\$ 68.00	\$ 24.00	\$ -	\$ -	\$ 1,144.01
June	\$ -	\$ 31.05	\$ 12.80	\$ 418.30	\$ 103.00	\$ 1.50	\$ 18.00	\$ 20.00	\$ 211.60	\$ 5.00	\$ -	\$ 173.00	\$ 37.25	\$ -	\$ -	\$ 981.00
July	\$ -	\$ 50.63	\$ -	\$ 1,101.10	\$ (9.60)	\$ 1.50	\$ 55.00	\$ 12.94	\$ 159.00	\$ -	\$ -	\$ 72.00	\$ 55.00	\$ -	\$ -	\$ 1,282.82
August	\$ -	\$ 101.35	\$ -	\$ 600.60	\$ 75.98	\$ 3.00	\$ 36.00	\$ 20.00	\$ 176.50	\$ -	\$ -	\$ 225.25	\$ 44.50	\$ -	\$ -	\$ 1,207.68
September	\$ 30.00	\$ 250.45	\$ 5.00	\$ 801.95	\$ 73.00	\$ -	\$ 25.00	\$ 2.00	\$ 208.40	\$ -	\$ -	\$ 118.50	\$ 79.00	\$ -	\$ 0.07	\$ 1,593.37
October	\$ -	\$ 5.40	\$ 50.00	\$ 565.20	\$ 117.00	\$ -	\$ 4.00	\$ 20.00	\$ 270.85	\$ -	\$ -	\$ 144.00	\$ 40.00	\$ -	\$ -	\$ 1,155.55
November	\$ -	\$ 383.35	\$ 100.00	\$ 510.45	\$ 29.00	\$ 1.50	\$ 33.00	\$ -	\$ 374.79	\$ -	\$ -	\$ 79.00	\$ 14.25	\$ -	\$ -	\$ 1,525.34
December	\$ -	\$ 133.60	\$ -	\$ 603.85	\$ 23.00	\$ -	\$ 8.00	\$ -	\$ 168.30	\$ 10.00	\$ -	\$ 284.30	\$ 52.50	\$ -	\$ -	\$ 1,283.55
2025 YTD Total	\$ 650.00	\$ 1,873.27	\$ 287.80	\$ 7,702.50	\$ 901.46	\$ 32.00	\$ 450.00	\$ 74.94	\$ 2,445.65	\$ 25.00	\$ -	\$ 1,579.55	\$ 544.60	\$ -	\$ (5.83)	\$ 15,905.41

Paypal Receipts for December 2025 \$138.81

	Memorials	Donations	Genealogy	Copier	Lost Books	Ear Buds	Paperback Sales	Misc	Fines	ILL	Book Bags	Movie DVD	Fax	Notary	Short/Over Adjust	Total
2024 YTD Total	\$ 720.00	\$ 6,278.42	\$ 155.60	\$ 6,515.61	\$ 1,312.86	\$ 33.00	\$ 596.00	\$ 20.00	\$ 2,576.83	\$ 30.00	\$ 131.00	\$ 1,398.06	\$ 524.00	\$ 44.00	\$ (0.80)	\$ 20,314.38
2025 YTD Total	\$ 650.00	\$ 1,873.27	\$ 287.80	\$ 7,702.50	\$ 901.46	\$ 32.00	\$ 450.00	\$ 74.94	\$ 2,445.65	\$ 25.00	\$ -	\$ 1,579.55	\$ 544.60	\$ -	\$ (5.83)	\$ 15,905.41

**Equity Bank: Fines Fees Donations Transaction Report**

**December 2025**

<b>Date</b>		<b>Check Number</b>	<b>Amount</b>	<b>Totals</b>	<b>Memo</b>
	<b>Beginning Balance</b>			\$ 239,448.97	
	<i>Deposits</i>				
	Cash Register Receipts		\$ 862.75		
	Interest		\$ 610.45		
	Friends of the Library		\$ 1,087.35		Reimbursed Expenses
	<b>Total Deposits</b>			\$ 2,560.55	
	<i>Expenses</i>				
12/3/2026	VISA	1958	\$ 176.17		FOL, Santa
12/3/2026	Ingram	1959	\$ 822.55		FOL Honor Books
12/3/2026	Cintas	1960	\$ 137.97		FFD \$10,000
12/3/2026	Amazon Capital Services	1961	\$ 88.63		FOL Santa \$71.16 & FOL Honor \$17.47
	<b>Total Expenses</b>			\$ 1,225.32	
	<b>Ending Balance</b>			\$ 240,784.20	

## FFD Equity Bank

**As of December 31, 2025**

### Total in FFD account is Split as follows

Adult Summer Reading Program Donation (donations come from many donors)	\$1,301.51
YA Donation (donations come from many donors)	\$549.75
SRP-J Donation (donations come from many donors)	\$551.49
SRP Donation (Director) (Community First Bank \$800)	\$973.10
Director Special Projects	\$10,215.46
Donations to Genealogy Department (donations come from many donors thru cash register)	\$824.95
FFD Allocated yearly by Board (\$10,000)	\$2,652.51
1,000 books before Kindergarten (BCL Foundation Donation \$1,000)	\$282.73
Esther Randle Donation for Books (\$4,122.35)	\$2,316.96
Esther Randle Donation for Reading Programs (\$1,031)	\$1,031.00
Fitton Donation to purchase Books (\$1,000)	\$358.69
(Reddock) - After paying for outdoor plumbing updates August 2024	\$31,200.23
Donation for Landscaping	\$600.00
Donation for Advertising Signs	\$637.50
Donations for Books (previously zero balance by purchasing Ebooks - those Ebooks have been reimbursed with the DFA Cares Grant)	\$3,198.88
Arvest Bank Grant	\$10,439.02
Unallocated	\$173,650.42
<b>Total in FFD Account</b>	<b>\$240,784.20</b>

**Arvest - Lawing Account Transaction Report**

December 2025

	Check Number	Non-Disbursement Amounts	Book Disbursement Amounts	Overall Account Total	Memo
<b>Beginning Balance</b>		\$ 9,355.05	\$ 35,054.24	\$ 44,409.29	
<i>Deposits</i>			\$ 2,739.93		December 2025 Disbursement
<i>Total December 2025 Deposits</i>				\$ 2,739.93	
<i>Expenses</i>					
Overdrive	1398		\$ 217.39		
Amazon	1399		\$ 174.75		
Cengage	1400		\$ 575.40		
Ingram	1401		\$ 215.84		
<i>Total December 2025 Expenses</i>				\$ 1,183.38	
<b>Ending Balance</b>		\$ 9,355.05	\$ 36,610.79	\$ 45,965.84	

**\*Lawing Endowment Disbursement/Purchase of Books**

As of January 5, 2026

	Check Number	Amount	Totals
<b>Beginning Balance</b>			\$ 35,054.24
December 2025 Disbursement		\$ 2,739.93	
January 2026 Disbursement		\$ 2,739.93	
<i>Total Deposits</i>			\$ 5,479.86
<i>Expenses</i>			
Overdrive	1398	\$ 217.39	
Amazon	1399	\$ 174.75	
Cengage	1400	\$ 575.40	
Ingram	1401	\$ 215.84	
<i>Total Expenses</i>			\$ 1,183.38
<b>Ending Balance</b>			\$ 39,350.72
<b>Orders placed but not paid</b>			
Ingram		\$ 739.82	
Large Type Books		\$ 839.21	
Overdrive		\$ 1,393.52	
Balance after unpaid orders			\$ 36,378.17

\*This worksheet shows only amounts received, paid and ordered from the disbursements

**Boone County Library Board Trust**  
 December 1, 2025 - December 31, 2025

Account Number: 49-0118-01-5

BOONE COUNTY LIBRARY BOARD  
 ATTN: SHERRI SMITH  
 221 W STEPHENSON  
 HARRISON AR 72601

*Administrative Officer:*

Fred Lookadoo (479) 621-1757  
 Flookadoo@arvest.Com

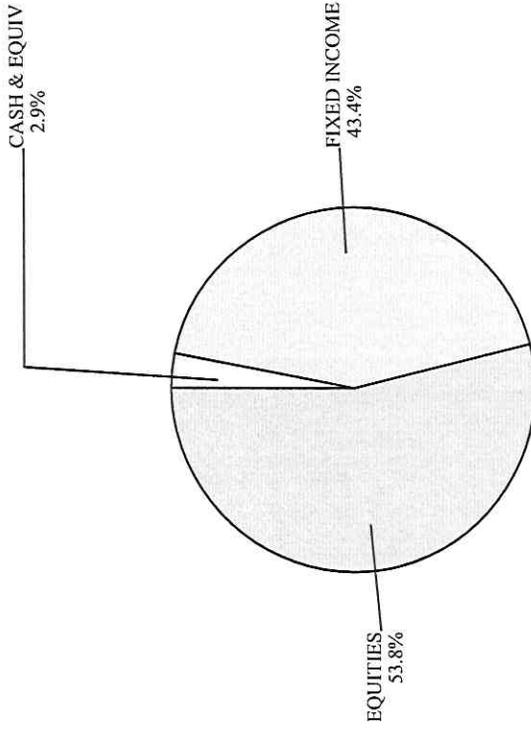
*Investment Officer:*

Michael Gaffigan (479)621-1718  
 Mgaiffigan@arvest.Com

**Account Review**

<b>Your Beginning Market Value:</b>	<b>\$ 1,805,897.60</b>
<b>Income Earned :</b>	<b>\$ 7,710.38</b>
<b>Disbursements :</b>	<b>\$ -3,890.14</b>
<b>Realized Gains/Losses :</b>	<b>\$ 1,597.58</b>
<b>Market Value Change :</b>	<b>\$ -8,335.69</b>
<b>Your Ending Market Value :</b>	<b>\$ 1,802,979.73</b>

**Portfolio Summary**



# Funds Report

December 2025

	Account Number	Beginning Balance	Current Balance
<b>CD'S</b>			
Stone Bank (Charles Wilson CD) Matures 1/30/2026 @ 4.75% APY		\$ 201,956.88	\$ 240,784.20
<b>CHECKING ACCOUNTS</b>			
Equity Bank Checking 3.04%	XXXXXX440		\$ 240,784.20
Stone Bank Checking			\$ 488.58
<b>LAWING Trust: Endowment for Book Purchases</b>			
ARVEST BANK CHECKING	XXXXXX358		\$ 45,965.84
ARVEST ASSET MANAGEMENT			\$ 1,802,979.73
		\$1,287,720.02	
<b>Cash Accounts</b>			
Petty Cash Fund		\$ 125.00	\$ 125.00
Starter Cash Change Fund		\$ 100.00	\$ 100.00



BOONE COUNTY  
**LIBRARY**  
...more than just books!

221 W. Stephenson Ave. Harrison, AR 72601  
www.boonecountylibrary.org ~ 870-741-5913

## DIRECTORS NEWS FOR December 2025

December was a good month for the library. We were closed on December 8<sup>th</sup> for a staff workday. We were able to shift sections of books, clean carpets, pulled books, and work on other important projects throughout the library. The library participated in Food for Fines and Sweater Drive. The food and sweaters were donated to a local charity to help support those in need. We find this to be a wonderful way to help patrons get rid of any fines that they might have on their accounts and also help support our community.

In the Children's department, Mandy Franklin began taking on more duties under the guidance of Terry Register. She has been doing a wonderful job and has a lot of ideas for programs. They finished the 16 days of Diary of a Wimpy Kid giveaway, the children enjoyed getting the books and the bookmarks that Matt designed for the giveaway. On December 18<sup>th</sup> we had pictures with Santa and Mrs. Clause. This was a wonderful success with 134 people coming to take pictures and 110 that went upstairs to decorate ornaments and have cookies and cocoa. This was a good way for Terry Register to end the last of her programs here at the library. She officially retired from the library on December 31<sup>st</sup>.

The Children's department, outreach and I are all collaborating to come up with ideas for the summer reading programs. We hired a nice young man to take over the adult outreach position, Zephaniah Kupgisch. He is settling into the position, he finished making the January calendar and has come up with some fun programs. He is currently working on the February calendar and the different reports that he is required to do. He is already getting a head start on different events that are going to happen in the next few months that outreach is responsible for.

Please join me in congratulating **Kelly Hardy** our **Employee of the Month for January**. Kelly is the Front-End Manager and one of the key forces behind keeping the library running as smoothly and efficiently as it does each day. She expertly manages the circulation desk and the personnel that work there, ensuring excellent service for both patrons and staff. Kelly has been a wonderful mentor and guide, helping me learn and grow in my new position. Her leadership, patience, and positive attitude make a wonderful difference in our workplace, and we are incredibly fortunate to have her part of our library team.



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**STATS November 2025**

ACTIVITY REPORT	ADULT	JUVENILE	YA	TOTAL	PREVIOUS
REFERENCE ASSISTS	2983	330	60	3,373	3,606
GENEALOGY REFERENCE	30	N/A	N/A	30	30
VOLUNTEER HOURS	0	16	N/A	16	15
PROGRAM HOURS	18	40	18	76	50*
NUMBER OF PROGRAMS	6	11	3	20	19
PROGRAM ATTENDANCE	203	485	17	705	202*
INTERNET WORKSTATIONS	610	122	14	746	770
PATRON VISITS	5,967	2,476	N/A	5,967	5,717
OVERDRIVE E-Books	N/A	N/A	N/A	3,042	3,030
WEBSITE HITS	N/A	N/A	N/A	2,692	2,892
ANCESTRY, TUMBLE*, ROMANCE	180	N/A	N/A	180	247

## Activity Summary Boone County Library December 2025

Circulations	
Circulation Type	Counts
Check Out	6,915
Check In	7,206
Renewal	3,766
In-House Use	765
<b>Circulations Total</b>	<b>18,652</b>

Stats Only Check Outs	
Description	Counts
PAPER BACK TRADES (PB TRADES)	12

Fines Paid/Waived	
Transaction Type	Total
Fines Paid	\$340.50
Fines Forgiven	\$0.00

Items Added/Deleted	
Added	Items Deleted
261	1721

New Borrowers	
Borrower Type	Counts
Adult	20
Child	11
Senior	5
Out of Service Area Adult (Fee Charged)	0
Out of Service Area Child (Fee Charged)	0
Out of Service Area Senior (Fee Charged)	0
Out of State (Fee Charged)	0
Internet	21
School I-Card	0
<b>Total Borrower's Added</b>	<b>57</b>

# GENEALOGY DEPARTMENT

## DECEMBER 2025

I would like to begin this month's report by acknowledging the contributions of others to the Genealogy Department. Our director approved the purchase of a new office chair and new desks for both genealogy patrons and I. Matt purchased the desks and worked hard in assembling them, which fit perfectly within the department. My previous office desk, a donated item, had been in use for over twenty years. I am very pleased with these new additions to the department!

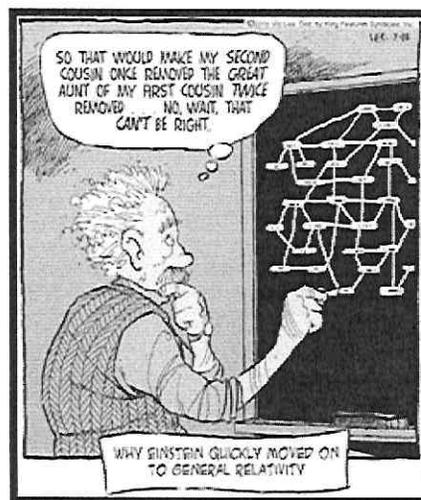
### Patron Requests This Month:

- Assisted with microfilm research for a front-page news article – 30 minutes
- Assisted with microfilm research for a classified advertisement – 1 hour
- Continued assistance with Native American research; the request was ultimately referred to Cherokee Nation Headquarters in Tahlequah, Oklahoma – 8 hours

The “Closed for Business” workday earlier this month was very productive, allowing me time to complete a necessary task. During this time, I cleaned and organized my workspace in preparation for the new desk, discarding years of accumulated materials.

Several months ago, I ordered the *Mayflower Families “Silver Books”* for the department. This month, a patron conducting family research inquired about their availability. She was pleased to discover that the books were part of the library collection and was able to use them to further her research.

**Patrons: 30**



## December 2025 Board Report for Children’s Department

<b>YA Programming</b> 12-18 Tuesday at 4 p.m.	<b>Juvenile Programming</b> 6-12 Thursday at 4 p.m.	<b>Story Time</b> 3-5 Monday 10 a.m.	<b>Toddle Time</b> 0-3 Thursday 10 a.m.	<b>Preschool Visits</b> 3-5 Tuesdays
12/2 –Perler Beads 9 participants	12/ 4–Q-Tip Snowflakes 11 participants	12/1–Christmas– 7 participants	12/4– 29 participants	12/2 – Ozark Opp 48 participants
12/9 – Tea Light Jars 5 participants	12/11 - Plastic Cup Ornaments 12 participants	12/8 –Closed 0 participants	12/11- 33 participants	12/9 – Alpena 19 participants
12/16 –Polar Bear Silhouettes 3 participants	12/18 –Santa & Mrs. Claus 134 participants	12/15 – Christmas 15 participants	12/18 – Christmas 15 participants	12/16 – Omaha 35 participants
	12/18 – Decorate your own ornament – 110 participants			

**YA Programming-** YA Programming included Perler Beads, Tea Light Jars and Polar Bear Silhouette’s.

**Juvenile Programming-** Juvenile programming included Q-Tip Snowflakes, Plastic Cups Ornaments and a visit with Santa & Mrs. Claus.

**Story Time** is a wonderful way for little one’s ages 3-5 to interact with others their age while singing songs, doing crafts, and re approximately 103 crafts for the month to accommodate both Story time and Toddle Time groups.

We had a book giveaway for Diary of a Wimpy Kid books, we had a total of 75 entries with 16 winners. We pulled one name a November.

Our passive activity was our Holiday card making station and our winter word search. When winter word search is completed t

We also have two book drawings for the month of December with a set of Bad Guy books for Juveniles and the Twilight series We will draw one name each on January 2<sup>nd</sup>. We had a total of 98 entries for our set of Bad Guy Books for our juveniles and a t Twilight series books for our young adult book drawing.

## Children's Department Statistics for December:

New 1,000 Books Before Kindergarten Participants: 5

Non-Checkout Books: 3

Table Games: 3

Passive Activity: 72

Total hours preparing for YA programs: 18

Total hours preparing for Children's programs: 20

Total hours spent preparing for Juvenile/Toddler programs: 20

Number of Toddler/Preschool Programs: 5 programs with 99 attending

Number of Preschool visits: 3 schools with 102 attending

Number of Children's Programs: 3 programs with 133 attending

Number of Young Adult Programs: 3 programs with 17 attending

Total number of participants for programs: 485+

Reference assists for Juvenile: 330

Reference assists for YA: 60

People Counter: 2,476

Ms. Lori's Work Hours: 62

Ms. Lori's Volunteer Hours: 10

Volunteers: 3 with a total of 6 hours

## December 2025 Board Report

My name is Zephaniah, and I'm the new outreach coordinator for the Boone County Library. I have a creative mind and love coming up with ideas for programs and bringing them to life. I'm pretty new to this kind of job but so far everyone here has been very helpful to inform me on how things go. I'm excited for the new year and all the new ideas I can come up with for programs.

December was a very festive and enjoyable month. To start off the month we had *Chair Yoga* with Mary Michels. At the next program we had *Compass Financial* come out and give a fantastic presentation on how to deal with retirement and social security. This was a really popular one that had 32 participants alone. Then, we made *DIY Christmas Ornaments* which was really fun because we got to see how many different ideas everyone had. To finish off the month, we had Santa and Mrs. Clause come out to take present requests and take pictures with our patrons, and then, they could head upstairs to make an ornament, get hot chocolate, and have a cookie. We did this program in collaboration with the Children's Department. This was our most famous program by far, having a total of 244 guests! Our programs were mainly Christmas oriented to keep our guests in the spirit of the holidays, with the exception of a couple. Overall, this was a very informative and fun month for everyone that came.

Events Held: 6

Hours Worked: 51.5

Participants: 337

## Boone County Library - IT Department Report for December 2025

### What has happened since last report:

- Finished ordering for the hardware budget. 6 Computer Desks for upstairs and other things.
- 3d printed 230 Christmas bookmarks for the giveaway.
- Worked Sunday 12-07-25 in preparation for the workday on the 8<sup>th</sup>. Updated servers and network gear.
- Work day: Updated the Cassie server, moved and updated the Spot server, and updated Cassie on all of the computers in the building.
- Setup a backup internet connection in case Ritter goes down. Cellular modem with T-Mobil sim card.
- Assembled the six computer desks that were ordered and put them in place.
- Removed the old desks and disposed of the two that were broken.
- Other miscellaneous fixes as needed (toner changed, staff helped, .... etc).

### Patron Related:

- Helping patrons with different issues ranging from cell phones, tablets, laptops, our computers, WiFi, and printers.
- One-on-one tutorials to teach patrons how to use the 3d printer.
- Helped a patron with wifi printing - 15min.
- Helped a patron logon to wifi - 5min.
- Helped a patron logoff of wifi on a flip phone – 10 min.
- I helped others, but didn't get the times written down because I was in the middle of doing other things.

### What I am working on:

- Recycling old computer hardware.
- Swapping out the computers that have Windows 10 with ones that have Windows 11.
- Continuing to convert the downstairs patron desks with upgrades as time allows.
- 3d printing the prizes for the collect them all bookmark contest.
- Preparing to purchase replacement network hardware using the E-Rate discounts available in 2026 when it becomes available.

**From:** Wann, Jennifer (ASLIB) <Jenn.Wann@ade.arkansas.gov>  
**Sent:** Monday, January 12, 2026 12:45 PM  
**To:** Boone County Library Director <director@boonecountylibrary.org>  
**Subject:** six month check in

Hi Angelia,

I am writing to check in and see how things are going for you at the Boone County Library? I try not to overwhelm new library directors with too much information too fast, but now that you have been on the job for six months, I wanted to make sure that the State Library's services for library directors and boards of trustees are on your radar!

1. Resources related to library administration and management. The *Arkansas Public Library Laws Annotated* and the *Arkansas Freedom of Information Handbook* are both available on the ASL website when you or the board have legal type questions: <https://library.arkansas.gov/services/library-consulting/public-library-consulting/>.
2. Site visits. I am happy to come to Harrison to meet with you to discuss State Aid procedures, the Public Library Survey submission, and any questions you have about public library administration.
3. Board of Trustee Training. The State Library recommends that Library Boards of Trustees have regular training. I provide Board Training sessions that last approximately 90 minutes-2 hours depending on questions. I am happy to schedule those at the Board's convenience, including in the evening.
4. Important Dates for Public Libraries. The State Library maintains a list of important dates for public library administrators. The list can be found on our website at: <https://media.ark.org/statelibrary/Calendar-of-Events-for-Website.pdf>. Please note a couple of upcoming dates include The Public Library Survey window; Financial Management workshop on August 28; and public library administrators' summit on October 15.

Please let me know if you have any questions about anything. I look forward to meeting you in person soon!

Jenn



**Jennifer Wann**

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FFD \$10,000 allocation		
2025 Expenditures		
Date	Payment	Description
1/14/2025	\$ 137.97	Cintas AED Monthly Rental Invoice#9302652382
2/10/2025	\$ 137.97	Cintas AED Monthly Rental Invoice#9306925320
3/4/2025	\$ 137.97	Cintas AED Monthly Rental Invoice#9310845482
4/10/2025	\$ 137.97	Cintas AED Monthly Rental Invoice#9314829460
5/6/2025	\$ 137.97	Cintas AED Monthly Rental Invoice#9319160362
5/6/2025	\$ 461.00	Swank Movie Licensing Invoice#3928300
6/3/2025	\$ 137.97	Cintas AED Monthly Rental Invoice#9323436645
7/7/2025	\$ 137.97	Cintas AED Monthly Rental Invoice#9327365194
8/5/2025	\$ 137.97	Cintas AED Monthly Rental Invoice#9331863457
8/4/2025	\$ 2,749.00	Tumbleweed Press Invoice#120161
9/2/2025	\$ 756.00	Book Page Invoice#S86586
9/3/2025	\$ 137.97	Cintas AED Monthly Rental Invoice#9336011674
9/16/2025	\$ 154.91	Carpenter Media - Harrison Daily Times Renewal
10/3/2025	\$ 137.97	Cintas AED Monthly Rental Invoice#9340257762
10/6/2025	\$ 1,570.94	ProQuest Invoice#70916075 <a href="https://www.ancestry.com">Ancestry.com</a>
11/4/2025	\$ 137.97	Cintas AED Monthly Rental Invoice#9344816297
12/3/2025	\$ 137.97	Cintas AED Monthly Rental Invoice#9348776443