

Re: This is cute!

Kari Lapp <karil@salinecountylibrary.org>

Tue 12/27/2022 3:35 PM

To: Francesca Castro francescac@salinecountylibrary.org

That is a cute idea for next year!



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Tuesday, December 27, 2022 1:13 PM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: This is cute!

<https://youtu.be/iMAlz8IUBE>



Francesca Castro

Marketing Coordinator

Phone [\(501\) 778 4766 xt 1338](tel:(501)778-4766)

Email France_caC@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Press Release

Kari Lapp <karil@salinecountylibrary.org>

Tue 12/27/2022 3:33 PM

To: Francesca Castro francescac@salinecountylibrary.org ;Susie Sward <SusieS@salinecountylibrary.org>;Leigh Espey <leighe@salinecountylibrary.org>

I made some edit All o including Leigh to look over grammar



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778 4766 xt 1350](tel:(501)778-4766-xt-1350)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro francescac@salinecountylibrary.org
Sent: Tuesday, December 27, 2022 3 21 PM
To: Susie Sward SusieS@salinecountylibrary.org ; Kari Lapp karil@salinecountylibrary.org
Subject: Press Release

[KonMari_Press Release docx](#)

How does this sound?



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766-xt-1338)
Email: FrancescaC@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Inklings & KonMari

Kari Lapp <karil@salinecountylibrary.org>

Tue 12/27/2022 2:44 PM

To: Francesca Castro francescac@salinecountylibrary.org

Can you get a press release for the KonMari and also remove Gameshow from Facebook for this month.

Thank you,



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Susie Sward <SusieS@salinecountylibrary.org>
Sent: Tuesday, December 27, 2022 11:43 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Cc: Kari Lapp <karil@salinecountylibrary.org>
Subject: Inklings & KonMari

Hi, Francesca,

My KonMari event is fast approaching, but I only have 4 people registered. Can we do more to promote this event not just on Facebook, but maybe on MySaline, too?

Also: Can we put the Inklings on Facebook next month? I didn't see a Facebook event post for it for December, and I want to be sure we reach as many people as humanly possible for it

Thanks!



Susie Sward
Adult Programmer

Phone [\(501\) 778 4766 t 1302](tel:(501)778-4766)

Email SusieS@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Spark

Rob Walton <Robw@salinecountylibrary.org>

Tue 12/27/2022 8:20 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

For those of you that still use Spark, it went down this morning and has been restored. You may need to close out of it completely to log into it, or reboot your computer. Let me know if you have any issues with it.



Rob Walton *(He/Him/His)*
Building Operations Manager

Office: [\(501\) 778-4766 xt 1561](tel:(501)778-4766)

Mobile: [\(757\) 749-9559](tel:(757)749-9559)

Email: robw@salinecountylibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Timecards

Heather Phipps <heatherp@salinecountylibrary.org>

Thu 12/22/2022 10:17 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Good Morning,

Remember to have your timecards filled out and ready for submission today.

Thank you!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Job Posting

Heather Phipps <heatherp@salinecountylibrary.org>

Tue 1/3/2023 2:59 PM

To: Francesca Castro francescac@salinecountylibrary.org

Cc: Kari Lapp <karil@salinecountylibrary.org>

Hey Fran,

I put the Shelver position on hold because we are doing reference checks. Can you please remove from the website and social media.

Thank you!



Heather Phipps, PHR
Human Resources Manager

Phone [\(501\) 778 4766 xt 1093](tel:(501)7784766xt1093)

Email heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Facebook Weekly Schedule

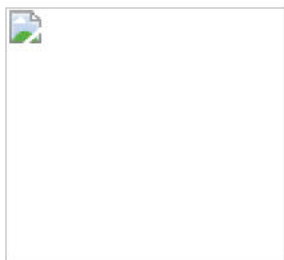
Wendy Christy <wendyc@salinecountylibrary.org>

Tue 1/3/2023 2:02 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Cc: Leigh Espey <leighe@salinecountylibrary.org>

The updated weekly schedule on facebook still says that Saturday Storytime is in Bryant. It should say it's in Benton.



Wendy Christy
Youth Services Manager

Phone: [\(501\) 778-4766 xt 1373](tel:(501)778-4766)

Email: wendyc@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr+Benton,+AR+72015)



MS page

Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Tue 1/3/2023 11:05 AM

To: Francesca Castro francescac@salinecountylibrary.org

This needs to be swapped for whatever form is attached to the [REDACTED]



Ashlyn Wilcox

Youth Services: Makerspace Coordinator

Phone: [\(501\) 778-4766 xt 1007](tel:(501)778-4766)

Email AshlynW@SalineCountyLibrary.org

SCLMakerspace@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Come a floodin

Alan Robinette <AlanR@salinecountylibrary.org>

Tue 1/3/2023 7:58 AM

To: Kari Lapp karil@salinecountylibrary.org ;Bella Cusimano bellac@salinecountylibrary.org ;Susie Sward <SusieS@salinecountylibrary.org>;Mason Newberry <masonn@salinecountylibrary.org>;Francesca Castro <francescac@salinecountylibrary.org>

I traipsed around and didn't see any. But oh my goodness, the pond is full.

**Alan Robinette****Community Librarian, MLIS**Phone: [\(501\) 778-4766 xt 1201](tel:(501)778-4766)Email: AlanR@SalineCountyLibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](#)**From:** Kari Lapp <karil@salinecountylibrary.org>**Sent:** Tuesday, January 3, 2023 6:59 AM**To:** Alan Robinette <AlanR@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Subject:** Re: Come a-floodin

Oh wow! That's crazy. Hopefully you won't find anymore damage.

**Kari Lapp****Community Engagement Manager**Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)

From: Alan Robinette <AlanR@salinecountylibrary.org>    

Sent: Tuesday, January 3, 2023 6:57:58 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Come a-floodin

Good morning, all, and happy new year! As you may have heard, we had some bad weather in the area last night, and my creeks are beyond full. Therefore, I will be working from home this morning. There is no rain forecast for today, so the creeks should recede by late morning.

All seems well here. The tornadoes were about 15 miles away, in Jessierville, where there was major damage to the school. They will have a long day ahead. There is a tree down in my yard but no further damage - or at least none that I can see so far.

-Alan

Mileage Reimbursement form

Brad Crumby <bradc@salinecountylibrary.org>

Fri 12/30/2022 12:05 PM

To: Full Time Staff <full_timestaff@salinecountylibrary.org>

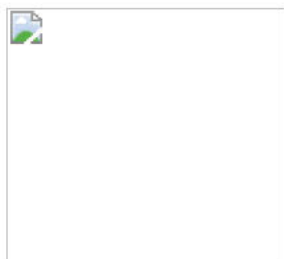
 1 attachments (43 KB)

2023 Mileage Reimbursement Form xl x

I have updated the mileage reimbursement form to reflect rate changes for 2023

(<https://www.irs.gov/newsroom/irs-issues-standard-mileage-rates-for-2023-business-use-increases-3-cents-per-mile>). Use the attached form (also saved on the P drive) starting in January.

Thanks for all you do!



Brad Crumby
Financial Coordinator

Phone: [\(501\) 778-4766 xt 1081](tel:(501)778-4766)

Email: BradC@SalineCountyLibrary.org

Address: [1800 Smithers Drive, Benton, AR 72015](#)



New Employee Announcement!

Heather Phipps <heatherp@salinecountylibrary.org>

Fri 12/30/2022 10:35 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Good Morning,

As most of you know, we are taking over the lease for the Gann Museum starting in January. We plan on keeping the museum hours open the same as it is run now. Cody Berry is a current staff member of the Gann, and we are excited to be keeping him on as the new Special Collections Assistant. Not only will Cody be present during the Gann open hours, but he will be working close with Julie on getting the collection at the Gann digitized. Cody is a native to Saline County and has a Bachelor and Master's in History. He is very excited to be a new member of SCL and we are happy to have him! He will be coming next Wednesday the 4th for a new hire orientation and will be shadowing each department.

Please make Cody feel welcome!

Thanks,



Heather Phipps, PHR
Human Resources Manager

Phone [\(501\) 778 4766 xt 1093](tel:(501)778-4766-xt1093)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: Free cabinet

Dana Bloch <danab@salinecountylibrary.org>

Fri 12/30/2022 10:25 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Cabinet has been claimed!

Get [Outlook for Android](#)

From: Dana Bloch <danab@salinecountylibrary.org>

Sent: Friday, December 30, 2022 10:17:04 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Free cabinet

Let us know if you want it!

Get [Outlook for Android](#)

Re: Employee of the Month Winners!

Susie Sward <SusieS@salinecountylibrary.org>

Fri 12/30/2022 9:43 AM

To: Heather Phipps heatherp@salinecountylibrary.org ;allstaff@salinecountylibrary.org
<allstaff@salinecountylibrary.org>

**Susie Sward**
Adult ProgrammerPhone: [\(501\) 778-4766 xt 1302](tel:(501)778-4766)Email: SusieS@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)

From: Heather Phipps heatherp@salinecountylibrary.org
Sent: Friday, December 30, 2022 9:37:01 AM
To: allstaff@salinecountylibrary.org allstaff@salinecountylibrary.org
Subject: Employee of the Month Winners!

Good Morning,

We had a lot of great submissions last month and it was a tough decision for us to make! Please join us in congratulating our winners for January!

Benton:

Wendy Christy (She had 6 submissions!!! So, I am going to add a little from each one)

Wendy always supports us and helps us to plan and run programs that our patrons will love. She has the best ideas to make the YS department fun and cute. She has made our department run so well and work very well together. She supports our ideas, even when they make her life harder.

In December, Wendy led Youth Services in going to over 20 schools to do Christmas/Winter Storytimes. Youth Services saw over 2,000 children in these Storytime's, and we would not have made it through without Wendy. Her leadership, guidance, and grace helped us get through a very long two weeks.

During this time, she continued to make sure we were taken care of emotionally, mentally, and physically. What more can I say about this magnificent woman?!

Wendy gives her all to her employees and patrons. She is generous with her time and knowledge to anyone who asks. We always know that Wendy will go to bat for us, and she has our best interest (as humans - not just employees) at heart.

Wendy is the best. She has corralled the youth service department in such a way that we would lay down our jackets over a puddle before her so that it does not inconvenience her to walk amongst the muck. In all seriousness she is the kindest and works the hardest out of any manager or administrator I've ever had. She is the best planner and keeps us all on track. She is a library veteran in the best way, in that she knows what to do, the parents and children love her, and therefore, she's got all this experience under her belt and knows the easiest ways to do so many things. She has never shied away from hearing our opinions or questions and always takes us into consideration when making as many decisions as she can. She is an enlightening boss to have, and I have learned and will continue to learn so much from her.

Wendy is poised and graceful in all ways. She makes you feel heard and gives great advice. She is levelheaded when making decisions and always takes staff opinions into consideration. She is a joy to work with.

Bryant:

Becca Griffin

Ever since I started, Becca has been an excellent mentor and friend. She is constantly busy trying to make the library a fun place for the kids and teens. Several kids come up to me every week and tell me about all the fun they had with Miss Becca, and how they love coming to the library. I'm so happy we have someone like Becca on our team! She works at the makerspace, does Storytime, and is constantly helping kids. She also decorates the kid's section and sets up fun little events like the baking classes and the gingerbread house making. She has taught me how to do several things, and she is very helpful to all of us.

Congrats to our winners! You are both so deserving!!



Heather Phipps, PHR

Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



[About Me](#)

Re: MAKERSPACE CHANGES PLEASE READ :)

Rebecca Kidder <rebeccak@salinecountylibrary.org>

Thu 12/29/2022 2:56 PM

To: Ashlyn Wilco ashlynw@salinecountylibrary.org ;allstaff@salinecountylibrary.org
<allstaff@salinecountylibrary.org>

As of right now, the Bryant Maker space will not be open on Saturday

From: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>**Sent:** Thursday, December 29, 2022 2:46 PM**To:** allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>**Subject:** MAKERSPACE CHANGES - PLEASE READ :)

Good afternoon!

I realized this morning in overhearing and then popping into a conversation with a patron (sorry, Haley) that we forgot to actually announce the changes to Makerspace hours starting next week. So I wanted to update everyone on the goings on in Makerspace, so that you can pass along the information to any patrons interested!

Makerspace is **not** open today or tomorrow in Benton. We have had several patrons show up with conflicting information, and I just wanted to make sure everyone is on the same page. We had closed Makerspace this week and last (in Benton only) to give me time to get caught up on things before the new hours start in the spring. This information is always on the calendar, so if you are unsure of hours, please check the Communico calendar for the most up to date information (Or ask any YS staff)

BENTON Makerspace Hours for the Spring are

Monday: 9 AM-12 PM and 2 PM-5 PM

*Tuesday: 3 PM-6:30 PM**Thursday: 9 AM-12 PM*

2nd Saturday 9 AM 12 PM

*** I will be doing special pop-up hours when I have downtime and am not flooded with all the things. *** I am playing it by ear right now to see if we will formally announce (as far as social media goes) these hours when I decided to open -- but I don't want to announce it and then end up with more people than I/Makerspace can handle At the very least, I will try to send an all staff email when I decide to open so that at the very least the rest of staff knows the doors are open.

BRYANT Makerspace Hours for the Spring are:

Tuesday 9 AM 12 PM

Thursday: 2 PM-5 PM

1st Saturday: 2 PM-5 PM

The description for open hours on the calendar/website is

During open hours, Makerspace functions as an open workspace stocked with numerous tools and materials for free creative time. In other words, people can come in with only their imagination, create to their heart's content, and leave with a completed project.

As I have told people before... Makerspace is like "if Hobby Lobby were free" (but also with Legos lol) The most common and biggest clarifications are that it's not a staff led program and children under 15 must be accompanied and actively assisted by their adult. And yes, 15 because I'm 29 and have burned, sliced, and all but maimed myself on more than one occasion Unattended child policy for the library is 12 years old, but we hopefully don't have books attacking and injuring children

Lastly, appointments are only required for the Glowforge and 3D Printers (appt. and for print/pickup only). Other equipment is on the form as well (for both branches), but that's if someone wants to *guarantee* that they will be able to utilize that equipment. For example, the Cricut uses the same computer as the Glowforge If someone is scheduled on the Glowforge already, a walk in would be unable to use it.) The form is found at <https://www.salinecountylibrary.org/equipment-request-form/>, then they just wait for a reply from me! *Julie is working on getting the changes added to the form!*

If you ever have any questions or a patron has more questions about Makerspace, please send them to my email. Email is always the best way to communicate with me, unless you physically send them downstairs to talk to me. It's difficult to answer the phone if I'm in the middle of open hours and remembering to check voice mails and/or call people back is... not my strong suit. So just email first, always! I am always happy to help clarify information and help staff and/or patrons get the most out of Makerspace and I just want to make sure everyone is on the same page when it comes to hours and what we offer.

Anyways, hope everyone is having a wonderful end of the year!



Ashlyn Wilcox

Youth Services: Makerspace Coordinator

Phone: [\(501\) 778-4766 xt 1007](tel:(501)778-4766)

Email: AshlynW@SalineCountyLibrary.org

SCLMakerspace@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: Format question re program planning checklists

Kari Lapp <karil@salinecountylibrary.org>

Thu 12/29/2022 12:44 PM

To: Susie Sward SusieS@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Cc: Alan Robinette <AlanR@salinecountylibrary.org>;Mason Newberry <masonn@salinecountylibrary.org>;Bella Cusimano <bellac@salinecountylibrary.org>

I prefer printed.



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766](tel:(501)7784766) t 1350

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Susie Sward SusieS@salinecountylibrary.org

Sent: Thursday, December 29, 2022 12 01 46 PM

To: Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Cc: Alan Robinette AlanR@salinecountylibrary.org ; Mason Newberry masonn@salinecountylibrary.org ; Bella Cusimano bellac@salinecountylibrary.org

Subject: Format question re program planning checklists

Kari,

Do you and Francesca want hard or electronic copies of our completed program planning checklists?



Susie Sward
Adult Programmer

Phone [\(501\) 778 4766](tel:(501)7784766) t 1302

Email: SusieS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



12 books in 2023 challenge

Kari Beesley (via Canva) <no-reply@canva.com>

Thu 12/29/2022 11:49 AM

To: Francesca Castro francescac@salinecountylibrary.org

Kari Beesley would like you to take a look at the design titled "12 books in 2023 challenge"

[Open in Canva](#)

You received this email because Kari Beesley shared a design with you. If this was sent to you by mistake, please contact [support](#).



Made for you with  love from Canva
Canva®, 110 Kippax St, NSW 2010, Australia

This email was sent from outside the organization.

Re: 12 books for 12 months

Kari Lapp <karil@salinecountylibrary.org>

Thu 12/29/2022 11:48 AM

To: Leigh Espey <leighe@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>

📎 1 attachments (269 KB)

Beige Neutral Books Challenge For The Year Instagram Story (1).jpg;

I have added this to the pocket librarian page also. I created our own page with our branding. May be fun to print these out and have them at the desks or check out stations.

**Kari Lapp****Community Engagement Manager**Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)**From:** Leigh Espey <leighe@salinecountylibrary.org>**Sent:** Thursday, December 29, 2022 11:05 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>

Subject: Re: 12 books for 12 months

Why not challenge yourself to read 12 books in 12 months for 2023? The Saline County Library can help you reach your goal with Pocket Librarian - a service designed to create the perfect reading recommendations list based on your personal likes and dislikes. Best of all, it's free! All you need to do is fill out our [Pocket Librarian form](#), and our team of specialized librarians will find the perfect books to match your interests and send you a curated list of titles to choose from. Super easy, right?!

**Leigh Espey****Library Manager**Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)Email: LeighE@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Thursday, December 29, 2022 11:01 AM
To: Leigh Espey <leighe@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>
Subject: Re: 12 books for 12 months

Well change my grammatical errors! LOL



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Leigh Espey <leighe@salinecountylibrary.org>
Sent: Thursday, December 29, 2022 11:01 AM
To: Kari Lapp <karil@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>
Subject: Re: 12 books for 12 months

Cute! There are a few grammatical things I would change, but it sounds good otherwise!



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)
 Email: LeighE@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Thursday, December 29, 2022 10:58 AM
To: Mason Newberry <masonn@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Wendy Christy

<wendyc@salinecountylibrary.org>

Subject: 12 books for 12 months

I think we should take advantage of this image that is floating all over Facebook and use it to promote Pocket Librarian. Below is my suggested post. If the newsletter hasn't been sent out yet, we can also add it there.

Why not challenge yourself to read 12 books in 12 months for 2023 and we can help with Pocket Librarian- a service designed to create the perfect reading recommendations list based off your personal likes and dislikes. Best of all, it's free! All you need to do is fill out our [Pocket Librarian form](#) and our team of specialized librarians will find the perfect "pocket librarian" that matches your interests and then they will send you a list of books. Super easy, right?!

Pocket Librarian - Saline County Library

Bob Herzfeld Memorial Library 1800 Smithers Dr Benton, AR 72015 Phone: (501) 778-4766 Fax: (501) 778 0536 Mabel Boswell Memorial Library 201 Prickett Rd

www.salinecountylibrary.org



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: This week Jan 2 7

Rebecca Kidder <rebeccak@salinecountylibrary.org>

Thu 12/29/2022 11:22 AM

To: Francesca Castro francescac@salinecountylibrary.org ;Leigh Espey <leighe@salinecountylibrary.org>;Kari Lapp <karil@salinecountylibrary.org>

Wedne day
Art Club is 4-5

Thursday:
Maker pa e Open "Hour " not hou e
MS Bryant is 2-5

Saturday:
Ameri an Girl i 10 30 11 30
Saturday Storytime is in Benton

From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Thursday, December 29, 2022 11:02 AM
To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>
Subject: This week Jan 2-7

Could you please look over this. A lot of the events are new and sometimes my eyes play tricks on me, and I overlook things.
Thanks!



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)
Email: FrancescaC@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Another weird YS request

Jordan Sandlin <jordans@salinecountylibrary.org>

Thu 12/29/2022 10:08 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

If any of you would, please save your paper towel/toilet paper tubes. I'd like to use them for a program in the coming weeks!

Thank !



Jordan Sandlin

Tween Librarian

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1303

Email: JordanS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Re: Please look over this when you can

Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Thu 1/5/2023 4:54 PM

To: Francesca Castro francescac@salinecountylibrary.org

*If there's room, I pulled some from the longer description on the calendar to give a bit more about the program, since some didn't really grab attention well. I highlighted was changed or highlighted. Hopefully I caught everything for you.

Toddler Time

Join us for fun stories and group activities for the very young! Toddlers, ages 1-3, and the adults who love them will make new friends as they play and learn.

Sensory Storytime

This program is specifically designed for children with autism, sensory processing disorder, ADHD or who have difficulty sitting still, but we welcome anyone who wants to participate! Email Ms. Dana at danab@salinecountylibrary.org with any questions, or to get a library social story

V.I.P. (Very Important People)

This picture book book club is for 1st - 3rd graders. No need to read ahead of time; we will read a picture book about a famous person each week, and do an activity related to their life

Preschool Storytime

Join Ms Jordan as we sing songs, read stories, and have a fun activity each week that focuses on early literacy skills/fine motor skills. This storytime is suggested for children ages 3-5.

Saturday Storytime

Come to the library for a fun, short storytime with a different Youth Services librarian every Saturday morning. Catered toward ages 3-5, we'll sing songs and read stories starting at 10:30 in the Storytime room.

American Girl Club Bryant

Teen Cooking

Teenagers 13-18...

Anime Club

Want to talk about anime to everyone? This club is for you! Each month we will watch an episode of a different anime and discuss our favorite parts.

Afterschool D&D Adventure

This is the continuation of our spring D&D campaign that started in January. A campaign is a longform story that you get to shape and tell however you and your other adventurers decide. We will be telling this story every week over the spring semester, so the more you're able to attend, the more of this new world you'll get to explore!

Teen D&D One-Shot Saturday

...premade...

Kids' Chocolate Extravaganza

Bring your spirit of adventure and celebrate Valentine's Day with a chocolate extravaganza! Kids 9-18 can sample chocolate from countries near and far, and cast their vote for their favorite!

Homeschool Hour

Join us for some homeschool fun "Around the World." Each age group, for ages 4-18, will learn about countries from all around the globe with art, music, STEAM activities, problem-solving, team building, and more.

After-School Special: Bingo for Books!

Rising Star Players

The Rising Star Players is a theatre workshop for ages 6-16. Participants will get a hands-on experience learning all about acting, stagecraft, and performing for an audience.



Ashlyn Wilcox

Youth Services: Makerspace Coordinator

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1007

Email AshlynW@SalineCountyLibrary.org

SCLMakerspace@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Thursday, January 5, 2023 3:26 PM

To: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Subject: Please look over this when you can



Francesca Castro

Marketing Coordinator

Phone [\(501\) 778 4766](tel:(501)778-4766) xt 1338

Email France_caC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Steamer

Susie Sward <SusieS@salinecountylibrary.org>

Thu 1/5/2023 12:52 PM

To: Chelsea Simon chelseas@salinecountylibrary.org ; benton@salinecountylibrary.org <benton@salinecountylibrary.org>

I have a clothes steamer at home. I can bring it tomorrow



Susie Sward
Adult Programmer

Phone: [\(501\) 778-4766 xt 1302](tel:(501)778-4766)

Email: SusieS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Chelsea Simon chelseas@salinecountylibrary.org
Sent: Thursday, January 5, 2023 12 12 04 PM
To: Susie Sward SusieS@salinecountylibrary.org ; benton@salinecountylibrary.org
benton@salinecountylibrary.org
Subject: Re Steamer

Just a fabric steamer like you would use for clothes We got a tapestry and it is very wrinkled



Chelsea Simon (she/her)
Youth Services Programmer: Teens

Phone: [\(501\) 778-4766](tel:(501)778-4766)

Email: ChelseaS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Susie Sward <SusieS@salinecountylibrary.org>
Sent: Thursday, January 5, 2023 12:11 PM
To: Chelsea Simon <chelseas@salinecountylibrary.org>; benton@salinecountylibrary.org <benton@salinecountylibrary.org>
Subject: Re: Steamer

What kind of a steamer?



Susie Sward
Adult Programmer

Phone: [\(501\) 778-4766 xt 1302](tel:(501)778-4766)

Email: SusieS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Chelsea Simon <chelseas@salinecountylibrary.org>
Sent: Thursday, January 5, 2023 12:09:41 PM
To: benton@salinecountylibrary.org <benton@salinecountylibrary.org>
Subject: Steamer

Does anyone have a steamer we can use?



Chelsea Simon (she/her)
Youth Services Programmer: Teens

Phone: [\(501\) 778-4766](tel:(501)778-4766)

Email: ChelseaS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Shelver Position

Heather Phipps <heatherp@salinecountylibrary.org>

Thu 1/5/2023 10:43 AM

To: Francesca Castro francescac@salinecountylibrary.org

Can you post this on the website again and Facebook?

<https://sclibrary.bamboohr.com/careers/88>



Heather Phipps, PHR Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Braille

Mason Newberry <masonn@salinecountylibrary.org>

Thu 1/5/2023 10:34 AM

To: Francesca Castro francescac@salinecountylibrary.org

Done!



Mason Newberry

Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Thursday, January 5, 2023 10:33 AM

To: Mason Newberry <masonn@salinecountylibrary.org>

Subject: Re: Braille

Did you make this on canva? Can you share it with me on canva.

From: Mason Newberry <masonn@salinecountylibrary.org>

Sent: Thursday, January 5, 2023 10:27 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Braille

Hey Francesca!

Here is the flyer for the Braille class!



Mason Newberry

Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



YS Meeting Notes

Dana Bloch <danab@salinecountylibrary.org>

Thu 1/5/2023 8:55 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

-The Tiny Art Show will take place in March. Supplies can be picked up on February 14th, and turned in by February 28th. The art will be displayed starting March 6th.

-There will be planning meeting to discuss clean up of the nature play space. A clean up day will follow.

-Summer Reading meeting for programmers will take place next week, on the 12th

Bryant will be putting out take home kits on the 2nd and 4th Mondays of the month

Library Prom will be happening some time in April, still being planned

-discussed programs starting next week- see the calendar for details on those, or ask if you have any questions!



Dana Bloch
Youth Services Programmer

Phone: [\(501\) 778-4766 xt 1388](tel:(501)778-4766)

Email:

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Reply

Forward



Re: Adult Art Studio

Francesca Castro <francescac@salinecountylibrary.org>

Thu 1/5/2023 8:34 AM

To: Susie Sward SusieS@salinecountylibrary.org

Cc: Kari Lapp <karil@salinecountylibrary.org>

Yes, I have it scheduled

From: Susie Sward <SusieS@salinecountylibrary.org>

Sent: Thursday, January 5, 2023 8:30 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Cc: Kari Lapp <karil@salinecountylibrary.org>

Subject: Adult Art Studio

Hi, Francesca!

Is there room in the social media schedule for a post about Adult Art Studio next week?
There are only 3 people registered right now



Susie Sward
Adult Programmer

Phone: [\(501\) 778-4766 xt 1302](tel:(501)778-4766)

Email: SusieS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



December CED Meeting Notes

Kari Lapp <karil@salinecountylibrary.org>

Thu 1/5/2023 8:00 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Sorry this is a week late. I literally left right after the meeting and have been on vacation since. Below are the meeting notes from the latest CED meeting.

1. We are going to start putting event/program flyers on social instead of just the TV/Event tile. CED flyers will be stored on sharepoint: CED-> CED Event Flyers
2. Next news story for adults due is Mason. That is due by Jan. 31st and will go out Feb. 7th.
3. CED Excel timesheets for January are due by Saturday, Jan. 7th.
4. Updates to Strategic Plan Goals and Bamboo goals are due by Jan. 15th
5. We are no longer using Streamyard. Instead, we have found out Wave.video (what we currently use for captioning) has a streaming service and Mason said it is easier than Streamyard. Kari will cancel Streamyard.
6. All equipment in Kari's office needs to be checked out via a sign-out sheet. Francesca is working on this.
7. Tech Connect will start the second week of Jan. Promotions have gone out, website is updated, calendar is updated. Tasks have been sent to the Tech Connect team. Please look over those and make sure you are able to do your assignment in plenty of time. If not, please let Kari know.
8. We have iStock through April. After that, it will be gone, gone, gone!
9. Winter Reading ends Jan. 31st. Adults will have a drawing for a tablet prize package for those who complete the challenge.
10. Please remember to take pictures at the events. Try to get smiling faces doing something active (so not posed). Niche Academy has videos on how to take great photos with your phone. Then make sure these photos make it to the pdrive.
11. Kari has added several Niche Academy courses to our Staff Academy.
12. CED should have program planning forms completed by Jan. 7th. Please print or email these to Kari and Francesca.
13. Summer Reading 2023 theme is All Together Now. YS and CED will have a planning meeting on Jan. 12 at 1pm in the Benton Meeting Room. YS has a pinterest board full of inspo.
14. Susie will have a Supply Swap on Saturday, Feb. 4th. She will need 3 people to help with this. Set up will be at 8 and tear down at 12. Patrons/Crafters who would like to donate items can register on the calendar event. Registering and donating allows a 1 hour early admission. Donations will start Jan. 30th.
15. D&D started a new campaign and will now be two different groups meeting once a month. Last campaign became so popular and crowded, we had to offer a second date!
16. Jan. 17th- Alan will have a SAVE10 event at the SCTCC for the students there. Local author with money saving book will provide copies of the workbook to students during the event. Susie will be joining Alan to assist. YS and Bella will work on putting together outreach materials and possibly man a booth at the event.
17. Programs through February are due Jan. 6th. Programs March-May are due February 10th.
18. Please double check your January programs on the calendar for accuracy. Marketing will start working on the magazine next week.

Thank you,



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1350

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



POTTER PALOOZA

Kari Beesley (via Canva) <no-reply@canva.com>

Wed 1/4/2023 8:24 PM

To: Francesca Castro francescac@salinecountylibrary.org

Kari Beesley would like you to take a look at the design titled "POTTER PALOOZA"



These are some options I have been thinking about for the TV tiles and Facebook banners. Thoughts? Favorites?

Kari Beesley

[Open in Canva](#)

You received this email because Kari Beesley shared a design with you. If this was sent to you by mistake, please contact [support](#).



Made for you with  love from Canva
Canva®, 110 Kippax St, NSW 2010, Australia

This email was sent from outside the organization.

Re: New Patron Bags

Kari Lapp <karil@salinecountylibrary.org>

Wed 1/4/2023 3:51 PM

To: Rebecca Kidder rebeccak@salinecountylibrary.org ; Francesca Castro <francescac@salinecountylibrary.org>

Cc: Rachel Wallace <rachelw@salinecountylibrary.org>

I will be in tomorrow to show you and gather them. I am not sure we have 50 Just the Facts books in my office because Ask Here took a stack but maybe we can get some from them.

**Kari Lapp****Community Engagement Manager**Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](#)[About Me](#)**From:** Rebecca Kidder <rebeccak@salinecountylibrary.org>**Sent:** Wednesday, January 4, 2023 11:20 AM**To:** Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>**Cc:** Rachel Wallace <rachelw@salinecountylibrary.org>**Subject:** Re: New Patron Bags

Not sure how many of each you all have, but we could use about 50 of each. We've been going through them fast I'll let Kari respond with where they are because I'm not sure.

From: Francesca Castro francescac@salinecountylibrary.org**Sent:** Wednesday, January 4, 2023 11:16 AM**To:** Rebecca Kidder rebeccak@salinecountylibrary.org ; Kari Lapp karil@salinecountylibrary.org**Cc:** Rachel Wallace rachelw@salinecountylibrary.org**Subject:** Re: New Patron Bags

Hello, This is the first I am hearing about these welcome packs or that it was part of my duties. If this needs to be something I take care of please let me know how many and where to find the extras and I will put them together.

Thanks,

From: Rebecca Kidder <rebeccak@salinecountylibrary.org>**Sent:** Wednesday, January 4, 2023 11:10 AM**To:** Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Cc:** Rachel Wallace <rachelw@salinecountylibrary.org>**Subject:** Re: New Patron Bags

As of yesterday, I didn't see that we received anything.

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Wednesday, January 4, 2023 11:09 AM
To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Cc: Rachel Wallace <rachelw@salinecountylibrary.org>
Subject: Re: New Patron Bags

Francesca, did you send any of these over? I know we are running low and will need to do some revisions/edits and reorders.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778 4766 xt 1350](tel:(501)7784766xt1350)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](http://1800SmithersDr.Benton,AR72015)



From: Rebecca Kidder rebeccak@salinecountylibrary.org
Sent: Thursday, December 29, 2022 1 44 PM
To: Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org
Cc: Rachel Wallace rachelw@salinecountylibrary.org
Subject: New Patron Bags

We're running low on the welcome gift pouches and things we give to new patrons. Could we get more of the following sent over?

- Headphones
- Welcome brochure
- Clear bag
- Just the Facts
- "Don't forget to download our app" stickers

Thank !



Rebecca Kidder
Branch Manager

Phone: [\(501\) 847 2166 Ext. 1101](tel:(501)8472166ext1101)
 Email: RebeccaK@SalineCountyLibrary.org
 Address: [201 Prickett Road, Bryant, AR 72022](http://201PrickettRoad,Bryant,AR72022)



Fw: Buffer has changed a lot...

Kari Lapp <karil@salinecountylibrary.org>

Wed 1/4/2023 3:43 PM

To: Francesca Castro francescac@salinecountylibrary.org

Interesting info. Might want to take a look at these to make sure we are getting the most out of Buffer.



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Phill from Buffer <hello@buffer.com>

Sent: Wednesday, January 4, 2023 8:51 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Buffer has changed a lot...



Hi there,

Last year we released [36](#) fantastic features—here are the 11 most popular improvements

TL;DR? Watch the webinar →

Schedule Twitter Threads

The one you've been waiting for. Schedule Twitter Threads.

Save your Ideas

Create, tweak, and save your best ideas whenever inspiration strikes.

Schedule Instagram Reels 📺

Schedule and auto-publish Reels directly on Instagram.

Google Business Profiles

Draft, schedule and publish Google Business posts with Buffer.

Create multiple Start Pages

Build more than one Start Page to house your best ideas.

Schedule Instagram Carousels

Did you know carousels get 2% more engagement than single pics?

Create and save Drafts

Can't finish your thought? Save it as a draft.

TikTok in Buffer

Schedule videos straight to TikTok (our most requested feature).

Preview videos before you post

After uploading a video, you can preview it before you hit schedule.

Hashtag Manager available on all channels #

Attach pre-written hashtags to a post on any channel.

Dozens of Start Page improvements

Publish updates, switch themes, hide blocks and heaps more.

Take a look in Buffer →

Feeling out-of-sync with Buffer? Come along to our catch-up webinar on Jan 19th where we'll help you get back up to speed. The webinar only has 500 spaces [so sign up now to reserve your place →](#)



Warmly,
Phill and the Buffer team

P.S. We're launching a **new integration with Unsplash**. Get access to stunning images from a virtually limitless library, [learn more here](#).

Need help with your Buffer account?
[Visit our Help Center](#)

You're currently subscribed to get product updates from Buffer
[Update my email settings](#) | [Unsubscribe](#)

[Unsubscribe from all emails](#)

2443 Fillmore St #380-7163 San Francisco, CA 94115 USA



This email was sent from outside the organization.

Re: 3D Print Request Form

Francesca Castro <francescac@salinecountylibrary.org>

Wed 1/4/2023 3:38 PM

To: Ashlyn Wilcox ashlynw@salinecountylibrary.org

Happy to help.

From: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Sent: Wednesday, January 4, 2023 3:37 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: 3D Print Request Form

It's all good, I'll just forward them to her myself unless she asks specifically!

Thank you for all of your help!



Ashlyn Wilcox

Youth Services: Makerspace Coordinator

Phone [\(501\) 778 4766 xt 1007](tel:(501)778-4766-xt-1007)

Email: AshlynW@SalineCountyLibrary.org

SCLMakerspace@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, January 4, 2023 3:36 PM

To: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Subject: Re: 3D Print Request Form

I do not think so Sorry

From: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Sent: Wednesday, January 4, 2023 3:35 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: 3D Print Request Form

Perfect -- there's not a way to set up a specific email receiver based on which branch they select, is there? I know Becca asked about their requests, but I just don't know that I want every single one going to her lol.



Ashlyn Wilcox
Youth Services: Makerspace Coordinator

Phone: [\(501\) 778-4766 xt 1007](tel:(501)778-4766)
 Email: AshlynW@SalineCountyLibrary.org
 SCLMakerspace@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro francescac@salinecountylibrary.org
Sent: Wednesday, January 4, 2023 3:34 PM
To: Ashlyn Wilcox ashlynw@salinecountylibrary.org
Subject: Re: 3D Print Request Form

ok, it was already set up for you.

From: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>
Sent: Wednesday, January 4, 2023 3:33 PM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: 3D Print Request Form

Yes ma'am! I would think Julie would have it set up but just in case.



Ashlyn Wilcox
Youth Services: Makerspace Coordinator

Phone [\(501\) 778-4766 xt 1007](tel:(501)778-4766)
 Email AshlynW@SalineCountyLibrary.org
 SCLMakerspace@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Wednesday, January 4, 2023 3:31 PM
To: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>
Subject: Re: 3D Print Request Form

Like set up email notifications?

From: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>
Sent: Wednesday, January 4, 2023 3:29 PM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: 3D Print Request Form

Can you double check one thing for me? Can you make sure that that MS Request form (not the 3D print, the v2 that Julie made for me) has my email to notify?



Ashlyn Wilcox
Youth Services: Makerspace Coordinator

Phone: [\(501\) 778-4766 xt 1007](tel:(501)778-4766)
 Email: AshlynW@SalineCountyLibrary.org
 SCLMakerspace@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Francesca Castro francescac@salinecountylibrary.org
Sent: Wednesday, January 4, 2023 2:53 PM
To: Ashlyn Wilcox ashlynw@salinecountylibrary.org
Subject: Re: 3D Print Request Form

https://salinecountylibrary.wufoo.com/forms/3d_print_request/

From: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>
Sent: Wednesday, January 4, 2023 12:04 PM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: 3D Print Request Form

This is literally all I need for the form and have it send to my email address, please!

Name:
 Website link/URL of the 3D model you are requesting for print:
 Color of filament (from provided list):
 Desired size (in inches) of model:



Ashlyn Wilcox
Youth Services: Makerspace Coordinator

Phone: [\(501\) 778-4766 xt 1007](tel:(501)778-4766)
 Email: AshlynW@SalineCountyLibrary.org

SCLMakerspace@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Fw: Thanks for joining us

Kari Lapp <karil@salinecountylibrary.org>

Wed 1/4/2023 3:34 PM

To: Francesca Castro francescac@salinecountylibrary.org

I like this welcome newsletter from Garland. Not the design but what all is mentioned. Might be something we can use to update our newsletter.



Kari Lapp

Community Engagement Manager

Phone: [:\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Garland County Library <gcl@gclibrary.com>

Sent: Wednesday, January 4, 2023 3:32 PM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Thanks for joining us

Welcome to the Garland County Library



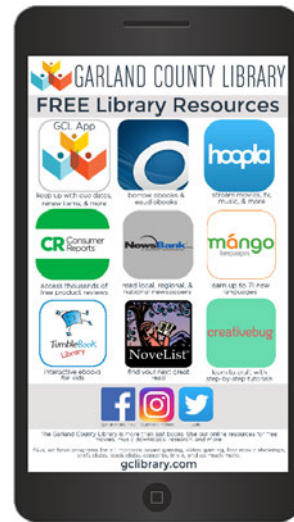
The Garland County Library connects you to materials, information, and services that promote learning and enjoyment for all ages. We are your connection point to the information and entertainment you need

Everyone knows that you can check out books with a library card, but did you know that you can also borrow movies, video games, cake pans, fishing poles, wi-fi hotspots, Kindles, and so much more - and this is just the stuff inside the library! You now have access to dozens of free online resources, too.

Take a few minutes to explore this email and our [web site](#) to see just what you get with your Garland County Library card.

Use your library card to access these FREE online resources:

- [OverDrive](#) for ebooks and audiobooks.
- [Hoopla](#) for streaming movies, music, ebooks, audiobooks, and more.
- [Consumer Reports](#) for unbiased product review
- [NewsBank](#) for local, regional, & national publications.
- [Mango Language](#) to learn new language
- [TumbleBooks](#) for interactive ebooks for kids.
- [Novelist](#) for reading recommendations.
- [Creativebug](#) for free step by step crafting tutorials.
- Go [here](#) to download our free mobile app.



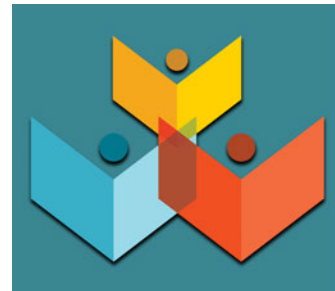
You may either need to create an account to use these resources or use your library card number and PIN.



Kids' Connection
[Children's Services](#)
[Children's Calendar](#)



Teen Library
[Teen Services](#)
[Teen Programs](#)



Adult Services
[Adult Services](#)
[Adult Calendar](#)



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YouTube

The Garland County Library enriches our community by creating and providing essential, meaningful connection to traditional library material, to digital resource, and to each other through cultural, educational, and recreational opportunities.

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Monthly Library Newsletter*

Our mailing address is:

1427 Malvern Ave.
Hot Springs, AR 71901

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This email was sent from outside the organization.

Re: Please Review

Kari Lapp <karil@salinecountylibrary.org>

Wed 1/4/2023 3:25 PM

To: Francesca Castro francescac@salinecountylibrary.org

Space after 12:00 on Thurs Makerspace Open Hours.

(R) on Friday and Saturdays all need to be bolded like the ones in the beginning of the week.

Please move the Saturday Storytime yellow bar down to be beside Saturday Storytime.

Thank you!

**Kari Lapp****Community Engagement Manager**Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)**From:** Francesca Castro <francescac@salinecountylibrary.org>**Sent:** Wednesday, January 4, 2023 1:59 PM**To:** Rebecca Kidder <rebeccak@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>**Subject:** Re: Please Review

Edited.

From: Rebecca Kidder <rebeccak@salinecountylibrary.org>**Sent:** Wednesday, January 4, 2023 1:55 PM**To:** Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>**Subject:** Re: Please Review

Tuesday:

Toddler Storytime should be "AM" not "PM"

VIP Online alendar ay 4 00 4 45

The spacing of the times aren't consistent. For example, some are "9:00 AM - 12:00PM" and others have a space "10:30 AM - 11:30 AM".

From: Francesca Castro <francescac@salinecountylibrary.org>**Sent:** Wednesday, January 4, 2023 12:40 PM**To:** Wendy Christy <wendyc@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>**Subject:** Please Review

Thank you!



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778 4766 xt 1338](tel:(501)7784766xt1338)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: MS Equipment Form

Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Wed 1/4/2023 3:02 PM

To: Francesca Castro francescac@salinecountylibrary.org ; Kari Lapp karil@salinecountylibrary.org

Cc: Wendy Christy <wendyc@salinecountylibrary.org>

Thank you, ma'am - you're the best!

**Ashlyn Wilcox****Youth Services: Makerspace Coordinator**

Phone: [\(501\) 778-4766 xt 1007](tel:(501)778-4766)

Email AshlynW@SalineCountyLibrary.org

SCLMakerspace@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



About Me

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, January 4, 2023 2:55 PM

To: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Cc: Wendy Christy <wendyc@salinecountylibrary.org>

Subject: Re: MS Equipment Form

Got it!

From: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Sent: Tuesday, January 3, 2023 11:43 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Cc: Wendy Christy <wendyc@salinecountylibrary.org>

Subject: MS Equipment Form

Good morning!

Due to our changing hours for MS, Julie got our equipment request form updated. However, in order to change and delete the individual time slots, I had to copy the old form and create a new one, so it needs to replace the existing one on the "Equipment Request Form" page.

I know everyone is crazy busy, but if this can be fixed fairly quickly, as I keep getting requests for the hours we're no longer open.

Thank you in advance!



Ashlyn Wilcox

Youth Services: Makerspace Coordinator

Phone: [\(501\) 778-4766 xt 1007](tel:(501)778-4766)

Email: AshlynW@SalineCountyLibrary.org

SCLMakerspace@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



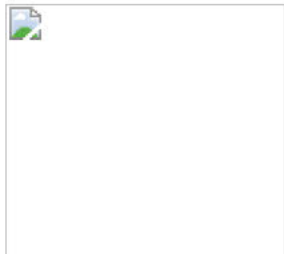
Re: Anyone Need to Use These?

Amanda Garrison <AmandaG@salinecountylibrary.org>

Tue 1/3/2023 3:39 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

All treasures have been claimed!



Amanda Garrison she | her
Public Services Manager, MLS

Phone: [\(501\) 778-4766 xt 1606](tel:(501)778-4766)

Email: AmandaG@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



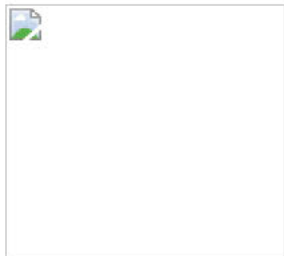
From: Amanda Garrison <AmandaG@salinecountylibrary.org>

Sent: Tuesday, January 3, 2023 3:32 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Re: Anyone Need to Use These?

Switch cases have been claimed!



Amanda Garrison she | her
Public Services Manager, MLS

Phone: [\(501\) 778-4766 xt 1606](tel:(501)778-4766)

Email: AmandaG@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Amanda Garrison <AmandaG@salinecountylibrary.org>

Sent: Tuesday, January 3, 2023 3:30 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Anyone Need to Use These?

CD case things and Switch holders



Amanda Garrison she | her
Public Services Manager, MLS

Phone [\(501\) 778 4766 xt 1606](tel:(501)7784766)

Email AmandaG@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: sensory storytime

Francesca Castro <francescac@salinecountylibrary.org>

Mon 1/9/2023 3:39 PM

To: Dana Bloch danab@salinecountylibrary.org ;Kari Lapp karil@salinecountylibrary.org

Ill add it to the calendar with the photo and caption.

From: Dana Bloch <danab@salinecountylibrary.org>

Sent: Monday, January 9, 2023 3:24 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: sensory storytime

sorry, I meant to add that I'm hoping it will go out next week, sometime after Monday. So that it will be seen in time for the next Monday. Thanks!

From: Dana Bloch <danab@salinecountylibrary.org>

Sent: Monday, January 9, 2023 3:23 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: sensory storytime

Sensory Storytime takes place Mondays at 10:30. This is a storytime designed for children who are on the autism spectrum or who have trouble sitting still, but all are welcome. Sensory storytime includes songs, stories and a sensory experience. Email danab@salinecountylibrary.org with any questions!

<https://saline.libnet.info/event/7820666>

From: Kari Lapp karil@salinecountylibrary.org

Sent: Monday, January 9, 2023 11:29 AM

To: Dana Bloch danab@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Re: sensory storytime

I'm sure Francesca can squeeze it in! Please write up the post and include the link to the calendar. If you have an image, please include that.

Thank you!



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766-xt1350)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



About Me

From: Dana Bloch <danab@salinecountylibrary.org>

Sent: Monday, January 9, 2023 11:08 AM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Subject: sensory storytime

Hey, guys! Is there a social media spot next week that you could post about sensory storytime again? I can write something up about it if you want! I just want to get the word back out again Thanks!



Dana Bloch
Youth Services Programmer

Phone: [\(501\) 778-4766 xt 1388](tel:(501)778-4766)

Email:

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Reply

Forward



Re: Love your Library Staff Email

Taylor Morrissey <TaylorM@salinecountylibrary.org>

Mon 1/9/2023 1:59 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

1. Yeah, it can go out on social media/newsletter. I saw that no last names will be used on the newsletter, and that works great for me! I just prefer not to be tagged in any social media posts about it if possible!
2. The first option of those works for me!



Taylor Morrissey (she/her) Collections Assistant

Phone [\(501\) 778 4766 xt 1202](tel:(501)778-4766-xt1202)

Email taylorm@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Monday, January 9, 2023 1:31 PM

To: Francesca Castro <francescac@salinecountylibrary.org>; Taylor Morrissey <TaylorM@salinecountylibrary.org>

Subject: Re: Love your Library Staff Email

Taylor, this is beautiful. I love it so much. I wanted to ask two things:

1. Are you ok with this going out on social media or in the newsletter, or wherever? I know its personal so I want to double check.
2. For the magazine, we will have to shorten it. Do you have a shorter 1 sentence to include there? Here are some of the shortened options I came up with but you don't have to use those.
 - i I love working at a library now and continuing to see the important work of literacy and learning being passed down to a new generation of bookworms, and it feels really wonderful to be a part of a community staple like the Saline County Library.
 - ii. My mom installed the importance of reading and education in me from a very early age, and I loved going to the library to participate in programs and check out new books.
 - iii. From participating in storytimes with my mom to winning prizes at summer reading, the library was always a safe place for me to grow into myself and learn to love reading; a lifelong hobby and passion

Thanks, Taylor!

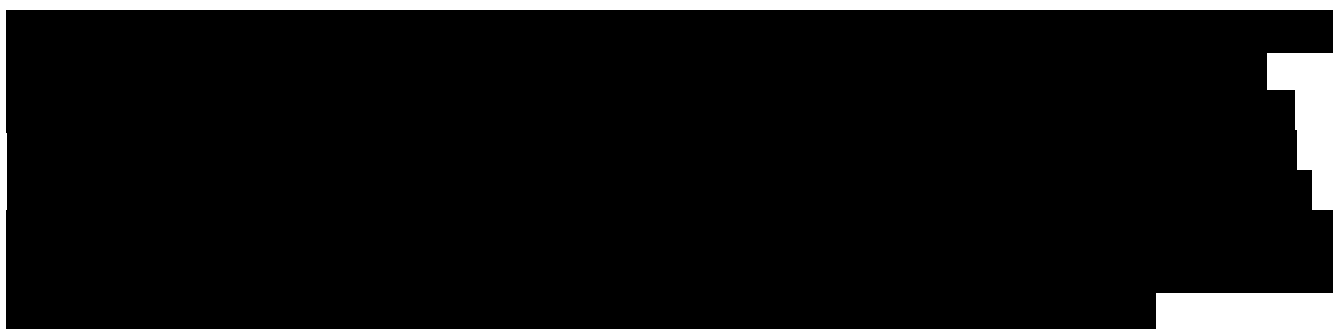


Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Monday, January 9, 2023 12:25 PM
To: Kari Lapp <karil@salinecountylibrary.org>
Subject: Re: Love your Library Staff Email



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Monday, January 9, 2023 11:35 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Love your Library Staff Email

Make a post on Facebook and then send this to staff:

February is National Library Lovers Month. We are trying to get input from as many people as possible to find out what they love most about the library. These will be put in the magazine and on social media. We may also do a fun window display but that is still in the works.

To do this, WE NEED YOUR HELP! Please visit our social media channels (Facebook and Insta) and do a few things to help us out.

1. Comment on the social media post why you love the library. (Bonus if you have pictures!)
2. Share the post
3. Tag your friends you know love the library also and encourage them to also share why they love the library.

Also, if you have gotten quotes from patrons, please share those with us. We will not include last names on any quotes used.

Thank you,



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, January 9, 2023 8:46 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Love your Library Staff Email

Can you please refresh my memory on what we wanted me to send out to the staff about why you love your library.

Thanks.



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)
 Email: FrancescaC@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



wagon of costumes

Kari Lapp <karil@salinecountylibrary.org>

Mon 1/9/2023 12:01 PM

To: Francesca Castro francescac@salinecountylibrary.org ;Dana Bloch <danab@salinecountylibrary.org>;Jordan Sandlin <jordans@salinecountylibrary.org>
Cc: Wendy Christy <wendyc@salinecountylibrary.org>;Leigh Espey <leighe@salinecountylibrary.org>
Fran,

Can you take the wagon of costumes down to the YS team? They should have tubs to put them in but they may want to do that themselves. I know some of the hangers and pictures came off the costumes bags. They may want to sort those now or just wait until we bring them out. I have copied Dana and Jordan on this because they should know what I am talking about when it comes to storing the costumes.

Dana and Jordan, can you please direct Fran on what to do- whether it is just leave the wagon downstairs for you guys to put in the bins or do you want to show her where the bins are and how to put them up in storage.

The wagon goes back up in the marketing/outreach closet. It folds up pretty nice and goes on the other side of the roof access.

I have asked Healing Waters if they have more but I don't have an answer yet.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smither Dr Benton, AR 72015](#)



RE: January 2023 Book List

Lyndsey Ammons <lyndseya@salinecountylibrary.org>

Mon 1/9/2023 10:34 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Thank you!



Lyndsey Ammons
Cataloging Librarian

Phone: [\(501\) 778-4766 xt 1166](tel:(501)778-4766)

Email: lyndseya@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: [Kari Lapp](#)

Sent: Monday, January 9, 2023 10:33 AM

To: [Lyndsey Ammons](#); [Francesca Castro](#)

Subject: Re: January 2023 Book List

I love that these are book club kits!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Lyndsey Ammons lyndseya@salinecountylibrary.org

Sent: Monday, January 9, 2023 10:26 AM

To: Francesca Castro francescac@salinecountylibrary.org

Cc: Kari Lapp <karil@salinecountylibrary.org>

Subject: January 2023 Book List

Start your own book club by checking out our book club kits!
(Find the entire book club kit collection through the library's catalog.)

Here are some recommendations:

J Book Club Kits

Frindle (Andrew Clements)

Holes (Louis Sachar)

Esperanza Rising (Pam Munoz Ryan)
Wonder (R. J. Palacio)
The One and Only Ivan (Katherine Applegate)

YA Book Club Kits:

Unravel (Amelia Loken)
Lycanthropy and Other Chronic Illnesses (Kristen O'Neal)
These Witches Don't Burn (Isabel Sterling)
The Sun is Also a Star (Nicola Yoon)
Prince of Wolves (Quinn Loftis)

Adult Book Club Kits:

The Love Proof (Madeleine Henry)
Ice Planet Barbarians (Ruby Dixon)
Practical Magic (Alice Hoffman)
Station Eleven (Emily St. John Mandel)
Pachinko (Min Jin Lee)

Thanks,
Lyndsey



Lyndsey Ammons
Cataloging Librarian

Phone: [\(501\) 778-4766 xt 1166](tel:(501)778-4766)
Email: lyndseya@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



what I love about the library

Taylor Morrissey <TaylorM@salinecountylibrary.org>

Mon 1/9/2023 10:08 AM

To: Francesca Castro francescac@salinecountylibrary.org



Taylor Morrissey (she/her)

Collections Assistant

Phone: [\(501\) 778-4766 xt 1202](tel:(501)778-4766)

Email: taylorm@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Library Board Meetings

Patty Hector <pattyh@salinecountylibrary.org>

Fri 1/6/2023 2:21 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

3/20 (Typically falls on Spring Break) Can we move to 3/13 or 3/27?

5/15 - date is fine

7/17 date is fine

9/18 - date is fine

11/20 (Falls Thanksgiving week) Can we move to 11/13 or 27?

I will let you know what they decide when I get board approval on 1/23.

Patty

Board meetings

Kari Lapp <karil@salinecountylibrary.org>

Fri 1/6/2023 2:16 PM

To: Leigh Espey leighe@salinecountylibrary.org ;Heather Phipps heatherp@salinecountylibrary.org ;Patty Hector <pattyh@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>

Don't our board meetings have to go on the public calendar? If so, can you guys either send me and Fran the dates or can someone (Leigh, probably) put those in?

Thank you,



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1350

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



[About Me](#)

Fw: Fun Project! Bitmoji Scenes

Kari Lapp <karil@salinecountylibrary.org>

Fri 1/6/2023 2:09 PM

To: Francesca Castro francescac@salinecountylibrary.org



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Beesley <karib@salinecountylibrary.org>

Sent: Wednesday, August 26, 2020 3:54 PM

To: Jordan Reynolds <jordanr@salinecountylibrary.org>; allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Re: Fun Project! Bitmoji Scenes

Welcome to a day in my life LOL By the way, it wouldn't let me make a bitmoji of [redacted] so I settled for a superhero mask and dragon costume.



Kari Beesley

[long_SCL Logo 2017 \(2\)](#)

Marketing Manager

1800 Smithers Drive Benton, AR 72015

(office) 501 778 4766 e † 1350

(cell) 501-326-0480

karib@alinecountylibrary.org

[Description: FB-fLogo-Blue Signature Tiny](#) [Description: TwitterLogo Signature Tiny](#) [ig icon tiny](#)

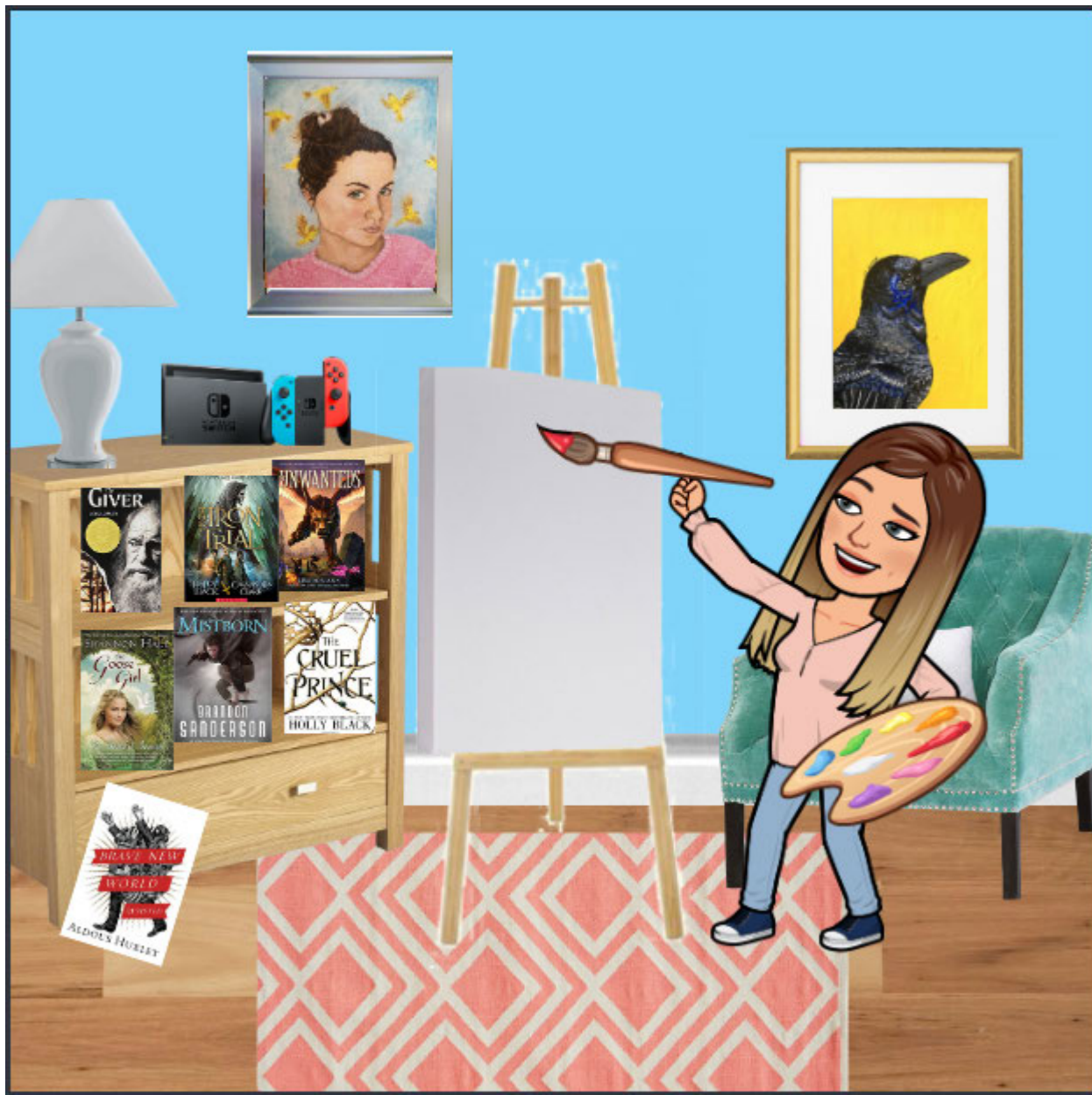
[linkedin .32](#)

From: Lucy Griffin <lucyg@salinecountylibrary.org>

Sent: Wednesday, August 26, 2020 3:32 PM

To: Jordan Reynolds <jordanr@salinecountylibrary.org>; allstaff@salinecountylibrary.org
<allstaff@salinecountylibrary.org>

Subject: Re: Fun Project! Bitmoji Scenes



From: Jordan Reynolds <jordanr@salinecountylibrary.org>

Sent: Tuesday, August 25, 2020 4:29 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Fun Project! Bitmoji Scenes

Good afternoon, everyone!

We have a new, fun, and completely optional project for staff to do! You may have seen some teachers making "Bitmoji classrooms" for the first day of school. They make their own little scene and include fun stuff about them including their favorite things, pictures of their family, their Bitmoji, and stuff about their class. Kari, Patty and I thought this looked so fun that we decided to do this for our staff! In the coming weeks, we'll be posting these to Facebook as a fun little "get to know you" post for our patrons (and because it's super fun to make!). It's a little complicated starting out, but once you get the hang of it, it's super easy. I'm attaching a [tutorial video](#), as well as my example which includes Khaleesi (of course), my little "office," and some of my favorite things.

This does require an extension for Chrome and a Bitmoji. For the extension, you have two choices: you can either download it [here](#) in the Chrome browser *or* I am downloading it onto the two desktops at the Ask Here desk and you can do it from there.

As for the Bitmoji, it does require an app and account on your phone, but it **does not** require Snapchat. You can also use your work email to make the Bitmoji account (just make sure you remember your log-in because you'll have to log-in to the extension on Chrome) OR I can make an account for you on my phone and create your Bitmoji that way, so all you have to do is make your scene.

To create your scene, you will visit [Kapwing](#) and design your room, adding a background, furniture (if you want it), and your personalized items, all of which will be shown in the walkthrough in the video. If you would like a specific background from the library, we can absolutely do that with the stacks, storytime room, your office, etc. or it may just be more fun to create your own room, furniture and all!

I will also be available to help you with ANY of this if you run into any trouble or don't understand something. I'll be working from home tomorrow and Thursday (and you can contact me for help!), but I will be in the building on Friday and next Monday. Again, you are not required to make these; it's just for a fun social media post (and maybe our staff page on the website!). Please don't include any personal information about yourself and please include at least **one thing** available at the library whether it be your favorite book (I included my favorite book, A Court of Thorns and Roses), DVD, Buzz Box, video game, virtual program, or whatever!

The video tutorial won't be nearly as extravagant as my scene, but feel free to make yours as fancy or as simple as you want :) This can all be done on work time, per Patty, as long as you don't push off other responsibilities for it.

You can't tell at the end, but to take the screenshot of my scene, I used the keyboard shortcut: Windows logo+Shift+S.

Please let me know if you want to participate and if you have any questions at all!

Jordan Reynolds

 **SALINE COUNTY LIBRARY**

Marketing Coordinator

1800 Smithers Drive Benton, AR 72015

501-778-4766 ext. 1338

jordanr@salinecountylibrary.org



Re: Magazine Article How is this?**Patty Hector** <pattyh@salinecountylibrary.org>

Fri 1/6/2023 1:40 PM

To: Francesca Castro francescac@salinecountylibrary.org ;Kari Lapp karil@salinecountylibrary.org

 1 attachments (12 KB)

February 2023 article docx

February is National Library Lover's Month! We feel the love all year 'round, but we especially look forward to NLL month. Dark and cold February gets a little brighter when we see how many people use the library's resources and attend library programs.

Libraries are a refuge, a place that welcomes everyone no matter your age, beliefs, social status, economic status or abilities We've got books, ebooks, audiobooks, movies, storytimes, classes, fun events for all ages, wifi, printers, internet, games (board games and video games), a 3-D printer, a glow forge, a cricut, a laminator...really just about anything you can think of we either check it out or let you use it in the building

So go hug a library virtually of course because Covid is still a thing Or just let your library staff know that you appreciate the library.

From: Francesca Castro <francescac@salinecountylibrary.org>**Sent:** Friday, January 6, 2023 10:10 AM**To:** Patty Hector <pattyh@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>**Subject:** Re: Magazine Article - How is this?

Hi Patty, Can you send me your article for the February magazine when you have time. I think Kari mentioned that Love your library week is in February.

Thanks!

From: Patty Hector <pattyh@salinecountylibrary.org>**Sent:** Monday, December 12, 2022 4:52 PM**To:** Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>**Subject:** Re: Magazine Article - How is this?

The library has some exciting news! We're taking on the running of the Gann Museum starting in January. This historic local landmark is a one of a kind building made of bauxite that was mined locally. It was originally built in 1893 by the patients of Dr. Dewell Gann, Sr. as an alternative to payment for his services.

The building served as the Gann Medical offices until 1946 when it was given to the city of Benton to serve as the public library Of course, we outgrew it and later moved to the remodeled Palace Theater

The museum has several collections including Niloak Pottery and other artifacts of local interest

SCL plans to keep the museum open and to digitize the collections so that they can be added to the library catalog to be more accessible. We also hope to do some fun events in the building.

From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Monday, December 12, 2022 1:14 PM
To: Patty Hector <pattyh@salinecountylibrary.org>
Subject: Re: Magazine Article - How is this?

Hi, Can I have your article for the magazine please!

From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Wednesday, November 16, 2022 12:20 PM
To: Patty Hector <pattyh@salinecountylibrary.org>
Subject: Re: Magazine Article - How is this?

Thank you!

From: Patty Hector <pattyh@salinecountylibrary.org>
Sent: Wednesday, November 16, 2022 10:54 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Fw: Magazine Article - How is this?

I'm sorry. I sent it to Kari to look at and forgot to forward it on to you.

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Tuesday, November 15, 2022 7:50 AM
To: Patty Hector <pattyh@salinecountylibrary.org>
Subject: Re: Magazine Article - How is this?

Sounds good. What do you think about adding something about "for less than 7 cents a day" or is that too Sarah Mclachlan?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1350

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Patty Hector <pattyh@salinecountylibrary.org>
Sent: Monday, November 14, 2022 3:02 PM
To: Kari Lapp <karil@salinecountylibrary.org>
Subject: Magazine Article - How is this?

Inflation may be high, but you still have your public library and all the free services we offer Okay, not strictly free if you pay property tax, but the average household pays \$25 -\$30 a year so still an incredible bargain.

What can you get for your \$25?

Borrow all the books you can carry All we ask is that you bring them back

Up to five ebooks or eaudiobooks at a time on Libby. Up to ten per month on Hoopla. There are also magazines, comic books, tv shows and movies you can stream.

Use our online resources 24/7 from anywhere (for most of them). Genealogy research, test prep, live homework help, newspapers, mango languages, legal resources, and professional how-to videos from LinkedIn Learning.

Bring your kids to a program—weekly storytimes, creation station, homeschool hour, American Girl Club, chess club or tweens and teens cook

Or join other adults for makerspace crafts, Jackbox game night, D&D night, book clubs, computer classes and special programs like knife sharpening by hand or charcuterie essentials.

And that’s just a few of the resources and services available. The Public Library...your most valuable community asset.



Patricia Hector

Library Director

Phone: [\(501\) 778-4766 ext 1001](tel:(501)778-4766)

Email: pattyh@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Printing issues Benton

Geoff Greaves <geoffg@salinecountylibrary.org>

Fri 1/6/2023 8:40 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Hi team,

Papercut appears to be functioning normally again. Please do not hesitate to reach out to us if you continue to have issues.

Thank you,



Geoff Greaves
IT Support Specialist

Office: [\(501\) 778-4766 xt 1502](tel:(501)778-4766)

Email geoffg@salinecountylibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Geoff Greaves <geoffg@salinecountylibrary.org>

Sent: Friday, January 6, 2023 7:59 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Printing issues - Benton

Good morning Everyone,

It has been brought to my attention that there are issues with printing in Benton this morning. I am investigating at the moment and will let everyone know as soon as I have any updates. Thank you for your patience.



Geoff Greaves
IT Support Specialist

Office [\(501\) 778 4766 t 1502](tel:(501)778-4766)

Email geoffg@salinecountylibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: sensory storytime

Francesca Castro <francescac@salinecountylibrary.org>

Mon 1/9/2023 3:39 PM

To: Dana Bloch danab@salinecountylibrary.org ;Kari Lapp karil@salinecountylibrary.org

Ill add it to the calendar with the photo and caption.

From: Dana Bloch <danab@salinecountylibrary.org>

Sent: Monday, January 9, 2023 3:24 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: sensory storytime

sorry, I meant to add that I'm hoping it will go out next week, sometime after Monday. So that it will be seen in time for the next Monday. Thanks!

From: Dana Bloch <danab@salinecountylibrary.org>

Sent: Monday, January 9, 2023 3:23 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: sensory storytime

Sensory Storytime takes place Mondays at 10:30. This is a storytime designed for children who are on the autism spectrum or who have trouble sitting still, but all are welcome. Sensory storytime includes songs, stories and a sensory experience. Email danab@salinecountylibrary.org with any questions!

<https://saline.libnet.info/event/7820666>

From: Kari Lapp karil@salinecountylibrary.org

Sent: Monday, January 9, 2023 11:29 AM

To: Dana Bloch danab@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Re: sensory storytime

I'm sure Francesca can squeeze it in! Please write up the post and include the link to the calendar. If you have an image, please include that.

Thank you!



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766-xt1350)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



About Me

From: Dana Bloch <danab@salinecountylibrary.org>
Sent: Monday, January 9, 2023 11:08 AM
To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>
Subject: sensory storytime

Hey, guys! Is there a social media spot next week that you could post about sensory storytime again? I can write something up about it if you want! I just want to get the word back out again Thanks!



Dana Bloch
Youth Services Programmer

Phone: [\(501\) 778-4766 xt 1388](tel:(501)778-4766)

Email:

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Reply **Forward**



Re: Love your Library Staff Email

Taylor Morrissey <TaylorM@salinecountylibrary.org>

Mon 1/9/2023 1:59 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

1. Yeah, it can go out on social media/newsletter. I saw that no last names will be used on the newsletter, and that works great for me! I just prefer not to be tagged in any social media posts about it if possible!
2. The first option of those works for me!



Taylor Morrissey (she/her) Collections Assistant

Phone [\(501\) 778 4766 xt 1202](tel:(501)778-4766-xt1202)

Email taylorm@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Monday, January 9, 2023 1:31 PM

To: Francesca Castro <francescac@salinecountylibrary.org>; Taylor Morrissey <TaylorM@salinecountylibrary.org>

Subject: Re: Love your Library Staff Email

Taylor, this is beautiful. I love it so much. I wanted to ask two things:

1. Are you ok with this going out on social media or in the newsletter, or wherever? I know its personal so I want to double check.
2. For the magazine, we will have to shorten it. Do you have a shorter 1 sentence to include there? Here are some of the shortened options I came up with but you don't have to use those.
 - i I love working at a library now and continuing to see the important work of literacy and learning being passed down to a new generation of bookworms, and it feels really wonderful to be a part of a community staple like the Saline County Library.
 - ii. My mom installed the importance of reading and education in me from a very early age, and I loved going to the library to participate in programs and check out new books.
 - iii. From participating in storytimes with my mom to winning prizes at summer reading, the library was always a safe place for me to grow into myself and learn to love reading; a lifelong hobby and passion

Thanks, Taylor!

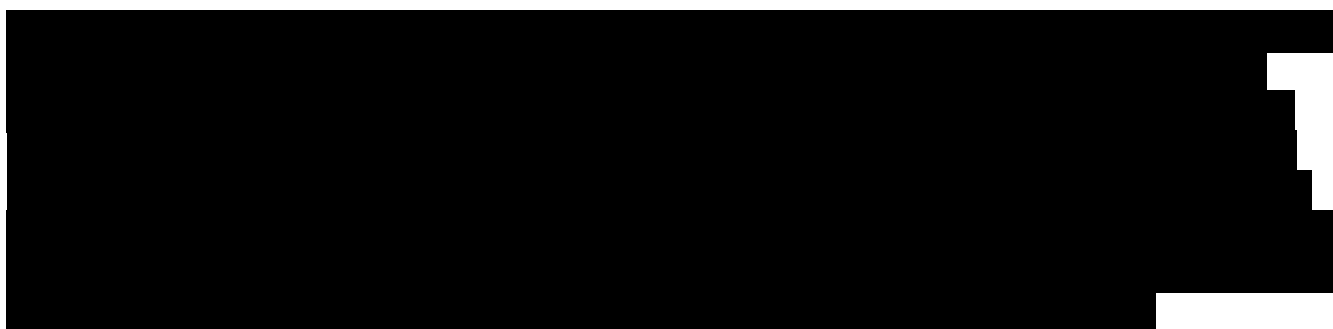


Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Monday, January 9, 2023 12:25 PM
To: Kari Lapp <karil@salinecountylibrary.org>
Subject: Re: Love your Library Staff Email



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Monday, January 9, 2023 11:35 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Love your Library Staff Email

Make a post on Facebook and then send this to staff:

February is National Library Lovers Month. We are trying to get input from as many people as possible to find out what they love most about the library. These will be put in the magazine and on social media. We may also do a fun window display but that is still in the works.

To do this, WE NEED YOUR HELP! Please visit our social media channels (Facebook and Insta) and do a few things to help us out.

1. Comment on the social media post why you love the library. (Bonus if you have pictures!)
2. Share the post
3. Tag your friends you know love the library also and encourage them to also share why they love the library.

Also, if you have gotten quotes from patrons, please share those with us. We will not include last names on any quotes used.

Thank you,



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, January 9, 2023 8:46 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Love your Library Staff Email

Can you please refresh my memory on what we wanted me to send out to the staff about why you love your library.

Thanks.



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)
 Email: FrancescaC@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



wagon of costumes

Kari Lapp <karil@salinecountylibrary.org>

Mon 1/9/2023 12:01 PM

To: Francesca Castro francescac@salinecountylibrary.org ;Dana Bloch <danab@salinecountylibrary.org>;Jordan Sandlin <jordans@salinecountylibrary.org>
Cc: Wendy Christy <wendyc@salinecountylibrary.org>;Leigh Espey <leighe@salinecountylibrary.org>
Fran,

Can you take the wagon of costumes down to the YS team? They should have tubs to put them in but they may want to do that themselves. I know some of the hangers and pictures came off the costumes bags. They may want to sort those now or just wait until we bring them out. I have copied Dana and Jordan on this because they should know what I am talking about when it comes to storing the costumes.

Dana and Jordan, can you please direct Fran on what to do- whether it is just leave the wagon downstairs for you guys to put in the bins or do you want to show her where the bins are and how to put them up in storage.

The wagon goes back up in the marketing/outreach closet. It folds up pretty nice and goes on the other side of the roof access.

I have asked Healing Waters if they have more but I don't have an answer yet.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smither Dr Benton, AR 72015](#)



RE: January 2023 Book List

Lyndsey Ammons <lyndseya@salinecountylibrary.org>

Mon 1/9/2023 10:34 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Thank you!



Lyndsey Ammons
Cataloging Librarian

Phone: [\(501\) 778-4766 xt 1166](tel:(501)778-4766)

Email: lyndseya@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: [Kari Lapp](#)

Sent: Monday, January 9, 2023 10:33 AM

To: [Lyndsey Ammons](#); [Francesca Castro](#)

Subject: Re: January 2023 Book List

I love that these are book club kits!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Lyndsey Ammons lyndseya@salinecountylibrary.org

Sent: Monday, January 9, 2023 10:26 AM

To: Francesca Castro francescac@salinecountylibrary.org

Cc: Kari Lapp <karil@salinecountylibrary.org>

Subject: January 2023 Book List

Start your own book club by checking out our book club kits!
(Find the entire book club kit collection through the library's catalog.)

Here are some recommendations:

J Book Club Kits

Frindle (Andrew Clements)

Holes (Louis Sachar)

Esperanza Rising (Pam Munoz Ryan)
Wonder (R. J. Palacio)
The One and Only Ivan (Katherine Applegate)

YA Book Club Kits:

Unravel (Amelia Loken)
Lycanthropy and Other Chronic Illnesses (Kristen O'Neal)
These Witches Don't Burn (Isabel Sterling)
The Sun is Also a Star (Nicola Yoon)
Prince of Wolves (Quinn Loftis)

Adult Book Club Kits:

The Love Proof (Madeleine Henry)
Ice Planet Barbarians (Ruby Dixon)
Practical Magic (Alice Hoffman)
Station Eleven (Emily St. John Mandel)
Pachinko (Min Jin Lee)

Thanks,
Lyndsey



Lyndsey Ammons
Cataloging Librarian

Phone: [\(501\) 778-4766 xt 1166](tel:(501)778-4766)
Email: lyndseya@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



what I love about the library

Taylor Morrissey <TaylorM@salinecountylibrary.org>

Mon 1/9/2023 10:08 AM

To: Francesca Castro francescac@salinecountylibrary.org



Taylor Morrissey (she/her)

Collections Assistant

Phone: [\(501\) 778-4766 xt 1202](tel:(501)778-4766)

Email: taylorm@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Library Board Meetings

Patty Hector <pattyh@salinecountylibrary.org>

Fri 1/6/2023 2:21 PM

To: Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

3/20 (Typically falls on Spring Break) Can we move to 3/13 or 3/27?

5/15 - date is fine

7/17 date is fine

9/18 - date is fine

11/20 (Falls Thanksgiving week) Can we move to 11/13 or 27?

I will let you know what they decide when I get board approval on 1/23.

Patty

Board meetings

Kari Lapp <karil@salinecountylibrary.org>

Fri 1/6/2023 2:16 PM

To: Leigh Espey leighe@salinecountylibrary.org ;Heather Phipps heatherp@salinecountylibrary.org ;Patty Hector <pattyh@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>

Don't our board meetings have to go on the public calendar? If so, can you guys either send me and Fran the dates or can someone (Leigh, probably) put those in?

Thank you,



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



[About Me](#)

Fw: Fun Project! Bitmoji Scenes

Kari Lapp <karil@salinecountylibrary.org>

Fri 1/6/2023 2:09 PM

To: Francesca Castro francescac@salinecountylibrary.org



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Beesley <karib@salinecountylibrary.org>

Sent: Wednesday, August 26, 2020 3:54 PM

To: Jordan Reynolds <jordanr@salinecountylibrary.org>; allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Re: Fun Project! Bitmoji Scenes

Welcome to a day in my life LOL By the way, it wouldn't let me make a bitmoji of [REDACTED] so I settled for a superhero mask and dragon costume.



Kari Beesley

[long_SCL Logo 2017 \(2\)](#)

Marketing Manager

1800 Smithers Drive Benton, AR 72015

(office) 501 778 4766 e † 1350

(cell) 501-326-0480

karib@alinecountylibrary.org

[Description: FB-fLogo-Blue Signature Tiny](#) [Description: TwitterLogo Signature Tiny](#) [ig icon tiny](#)

[linkedin .32](#)

From: Lucy Griffin <lucyg@salinecountylibrary.org>

Sent: Wednesday, August 26, 2020 3:32 PM

To: Jordan Reynolds <jordanr@salinecountylibrary.org>; allstaff@salinecountylibrary.org
<allstaff@salinecountylibrary.org>

Subject: Re: Fun Project! Bitmoji Scenes



From: Jordan Reynolds <jordanr@salinecountylibrary.org>

Sent: Tuesday, August 25, 2020 4:29 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Fun Project! Bitmoji Scenes

Good afternoon, everyone!

We have a new, fun, and completely optional project for staff to do! You may have seen some teachers making "Bitmoji classrooms" for the first day of school. They make their own little scene and include fun stuff about them including their favorite things, pictures of their family, their Bitmoji, and stuff about their class. Kari, Patty and I thought this looked so fun that we decided to do this for our staff! In the coming weeks, we'll be posting these to Facebook as a fun little "get to know you" post for our patrons (and because it's super fun to make!). It's a little complicated starting out, but once you get the hang of it, it's super easy. I'm attaching a [tutorial video](#), as well as my example which includes Khaleesi (of course), my little "office," and some of my favorite things.

This does require an extension for Chrome and a Bitmoji. For the extension, you have two choices: you can either download it [here](#) in the Chrome browser *or* I am downloading it onto the two desktops at the Ask Here desk and you can do it from there.

As for the Bitmoji, it does require an app and account on your phone, but it **does not** require Snapchat. You can also use your work email to make the Bitmoji account (just make sure you remember your log-in because you'll have to log-in to the extension on Chrome) OR I can make an account for you on my phone and create your Bitmoji that way, so all you have to do is make your scene.

To create your scene, you will visit [Kapwing](#) and design your room, adding a background, furniture (if you want it), and your personalized items, all of which will be shown in the walkthrough in the video. If you would like a specific background from the library, we can absolutely do that with the stacks, storytime room, your office, etc. or it may just be more fun to create your own room, furniture and all!

I will also be available to help you with ANY of this if you run into any trouble or don't understand something. I'll be working from home tomorrow and Thursday (and you can contact me for help!), but I will be in the building on Friday and next Monday. Again, you are not required to make these; it's just for a fun social media post (and maybe our staff page on the website!). Please don't include any personal information about yourself and please include at least **one thing** available at the library whether it be your favorite book (I included my favorite book, A Court of Thorns and Roses), DVD, Buzz Box, video game, virtual program, or whatever!

The video tutorial won't be nearly as extravagant as my scene, but feel free to make yours as fancy or as simple as you want :) This can all be done on work time, per Patty, as long as you don't push off other responsibilities for it.

You can't tell at the end, but to take the screenshot of my scene, I used the keyboard shortcut: Windows logo+Shift+S.

Please let me know if you want to participate and if you have any questions at all!

Jordan Reynolds

 **SALINE COUNTY LIBRARY**

Marketing Coordinator

1800 Smithers Drive Benton, AR 72015

501-778-4766 ext. 1338

jordan@salinecountylibrary.org



Re: Magazine Article How is this?**Patty Hector** <pattyh@salinecountylibrary.org>

Fri 1/6/2023 1:40 PM

To: Francesca Castro francescac@salinecountylibrary.org ;Kari Lapp karil@salinecountylibrary.org

 1 attachments (12 KB)

February 2023 article docx

February is National Library Lover's Month! We feel the love all year 'round, but we especially look forward to NLL month. Dark and cold February gets a little brighter when we see how many people use the library's resources and attend library programs.

Libraries are a refuge, a place that welcomes everyone no matter your age, beliefs, social status, economic status or abilities We've got books, ebooks, audiobooks, movies, storytimes, classes, fun events for all ages, wifi, printers, internet, games (board games and video games), a 3-D printer, a glow forge, a cricut, a laminator...really just about anything you can think of we either check it out or let you use it in the building

So go hug a library virtually of course because Covid is still a thing Or just let your library staff know that you appreciate the library.

From: Francesca Castro <francescac@salinecountylibrary.org>**Sent:** Friday, January 6, 2023 10:10 AM**To:** Patty Hector <pattyh@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>**Subject:** Re: Magazine Article - How is this?

Hi Patty, Can you send me your article for the February magazine when you have time. I think Kari mentioned that Love your library week is in February.

Thanks!

From: Patty Hector <pattyh@salinecountylibrary.org>**Sent:** Monday, December 12, 2022 4:52 PM**To:** Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>**Subject:** Re: Magazine Article - How is this?

The library has some exciting news! We're taking on the running of the Gann Museum starting in January. This historic local landmark is a one of a kind building made of bauxite that was mined locally. It was originally built in 1893 by the patients of Dr. Dewell Gann, Sr. as an alternative to payment for his services.

The building served as the Gann Medical offices until 1946 when it was given to the city of Benton to serve as the public library Of course, we outgrew it and later moved to the remodeled Palace Theater

The museum has several collections including Niloak Pottery and other artifacts of local interest

SCL plans to keep the museum open and to digitize the collections so that they can be added to the library catalog to be more accessible. We also hope to do some fun events in the building.

From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Monday, December 12, 2022 1:14 PM
To: Patty Hector <pattyh@salinecountylibrary.org>
Subject: Re: Magazine Article - How is this?

Hi, Can I have your article for the magazine please!

From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Wednesday, November 16, 2022 12:20 PM
To: Patty Hector <pattyh@salinecountylibrary.org>
Subject: Re: Magazine Article - How is this?

Thank you!

From: Patty Hector <pattyh@salinecountylibrary.org>
Sent: Wednesday, November 16, 2022 10:54 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Fw: Magazine Article - How is this?

I'm sorry. I sent it to Kari to look at and forgot to forward it on to you.

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Tuesday, November 15, 2022 7:50 AM
To: Patty Hector <pattyh@salinecountylibrary.org>
Subject: Re: Magazine Article - How is this?

Sounds good. What do you think about adding something about "for less than 7 cents a day" or is that too Sarah Mclachlan?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Patty Hector <pattyh@salinecountylibrary.org>
Sent: Monday, November 14, 2022 3:02 PM
To: Kari Lapp <karil@salinecountylibrary.org>
Subject: Magazine Article - How is this?

Inflation may be high, but you still have your public library and all the free services we offer Okay, not strictly free if you pay property tax, but the average household pays \$25 -\$30 a year so still an incredible bargain.

What can you get for your \$25?

Borrow all the books you can carry All we ask is that you bring them back

Up to five ebooks or eaudiobooks at a time on Libby. Up to ten per month on Hoopla. There are also magazines, comic books, tv shows and movies you can stream.

Use our online resources 24/7 from anywhere (for most of them). Genealogy research, test prep, live homework help, newspapers, mango languages, legal resources, and professional how-to videos from LinkedIn Learning.

Bring your kids to a program—weekly storytimes, creation station, homeschool hour, American Girl Club, chess club or tweens and teens cook

Or join other adults for makerspace crafts, Jackbox game night, D&D night, book clubs, computer classes and special programs like knife sharpening by hand or charcuterie essentials.

And that’s just a few of the resources and services available. The Public Library...your most valuable community asset.



Patricia Hector

Library Director

Phone: [\(501\) 778-4766 ext 1001](tel:(501)778-4766)

Email: pattyh@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Printing issues Benton

Geoff Greaves <geoffg@salinecountylibrary.org>

Fri 1/6/2023 8:40 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Hi team,

Papercut appears to be functioning normally again. Please do not hesitate to reach out to us if you continue to have issues.

Thank you,



Geoff Greaves
IT Support Specialist

Office: [\(501\) 778-4766 xt 1502](tel:(501)778-4766)

Email geoffg@salinecountylibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Geoff Greaves <geoffg@salinecountylibrary.org>

Sent: Friday, January 6, 2023 7:59 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Printing issues - Benton

Good morning Everyone,

It has been brought to my attention that there are issues with printing in Benton this morning. I am investigating at the moment and will let everyone know as soon as I have any updates. Thank you for your patience.



Geoff Greaves
IT Support Specialist

Office [\(501\) 778 4766 t 1502](tel:(501)778-4766)

Email geoffg@salinecountylibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Invoice 248127 SCL February 2023 Magazine

Kari Lapp <karil@salinecountylibrary.org>

Thu 1/12/2023 9:19 AM

To: Francesca Castro francescac@salinecountylibrary.org

That will be ok.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Thursday, January 12, 2023 9:19 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Re: Invoice 248127- SCL February 2023 Magazine

Leigh asked, and I said I needed to send it out by Friday very latest Tuesday.

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Thursday, January 12, 2023 9:18 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Invoice 248127- SCL February 2023 Magazine

Did you give them a deadline for corrections? I am going to add my stuff right now.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Thursday, January 12, 2023 8:57 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Re: Invoice 248127- SCL February 2023 Magazine

What can I do to ensure it gets done tomorrow. Right now, just waiting on corrections.

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Thursday, January 12, 2023 8:56 AM

To: Brad Crumby <bradc@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Fw: Invoice 248127- SCL February 2023 Magazine

Here is the invoice for the Feb. magazines. Fran, lets try to send this in by close of business tomorrow.



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Nathan Byrd <nathan.byrd@magna4.net>

Sent: Thursday, January 12, 2023 8:38 AM

To: Brittany Loyd <brittany.loyd@magna4.net>; Kari Lapp <karil@salinecountylibrary.org>

Cc: Heather Harrison <heather.harrison@magna4.net>

Subject: Invoice 248127- SCL February 2023 Magazine

Good Morning Kari,

I have gotten your invoice worked up and it is attached. Please let us know once payment is ready! Also let me know once art is uploaded and I will get proofs going for you.

Thank you,
Nathan

From: Brittany Loyd <brittany.loyd@magna4.net>

Sent: Thursday, January 12, 2023 8 30 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Cc: Nathan Byrd nathan byrd@magna4 net

Subject: RE: Quote Number: 44099 - SCL February 2023 Magazine

Thank you so much Kari!!!

I appreciate you!

Nathan,

Please proceed into a job and send Kari an Invoice as soon as you can so they can get payment ready for this job!

THANK YOU,
Brittany

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Thursday, January 12, 2023 8:21 AM
To: Brittany Loyd <brittany.loyd@magna4.net>
Cc: Nathan Byrd <nathan.byrd@magna4.net>
Subject: Re: Quote Number: 44099 - SCL February 2023 Magazine

Approved.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1350
 Email KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Brittany Loyd brittany.loyd@magna4.net
Sent: Thursday, January 12, 2023 8:17 AM
To: Kari Lapp karil@salinecountylibrary.org
Cc: Nathan Byrd <nathan.byrd@magna4.net>
Subject: Quote Number 44099 SCL February 2023 Magazine

Kari,

Attached is the quote for the magazine!

Please let me know if you approve and we will get this opened and get you an invoice while we wait on the art to get uploaded!

THANK YOU SO MUCH,
Brittany

This email was sent from outside the organization.

This email was sent from outside the organization.

Re: Personalize and Curate Your Streaming Video Collection On Demand

Francesca Castro <francescac@salinecountylibrary.org>

Thu 1/12/2023 9:20 AM

To: Kari Lapp karil@salinecountylibrary.org

I'll Registure

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Thursday, January 12, 2023 9:19 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Fw: Personalize and Curate Your Streaming Video Collection On Demand

I think this would be a good webinar for you.



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766](tel:(501)7784766) t 1350

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: LibraryWorks kathleen@libraryworks.com

Sent: Thursday, January 12, 2023 9 15 AM

To: Kari Lapp karil@salinecountylibrary.org

Subject: Personalize and Curate Your Streaming Video Collection On Demand

A LibraryWorks presentation ...



Personalize and Curate Your Streaming Video Collection On Demand

January 24, 2023; 2:00 – 3:00PM Eastern

Did you know that, in addition to the thousands of top-quality videos the On Demand platform provides, it also allows libraries to host custom content, stream favorite web channels, and bring in individual YouTube videos directly onto the platform to view and share? This presentation will take you through the different options available for you to corral the video content, whether part of your subscription or free, that is most important to your institution.

Extend the reach of your library and create opportunities for programming by using the On Demand streaming video platform. Learn how you can:

- Add your own video content: Educators can host and share lectures, library and campus tours, class plays and recitals, sporting events

and rallies, recorded library programs, presentations from administrators, community projects, homemade how-to videos

- Add web channels and YouTube content: Exponentially expand your streaming collection by including open web channel content from your favorite feeds to the platform. Add favorite Youtube videos to any playlist to complement course materials.
- Personalize your homepage experience: After using all of the curation tools available to you with an On Demand platform, learn how you can showcase this material, right on your homepage.

Presenter: Lisa Hill is a Product Marketing Manager at Infobase. She received her MLS at University at Albany and worked for many years in public libraries in MA and CT as a children’s and young adult librarian. Lisa came to Infobase via Credo Reference where she spent many years in product training and customer success. She lives in MA and has an adorable new puppy.

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January 2023

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24

REGISTER



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Bethesda, MD 20814
(240) 354-1281
www.LibraryWorks.com

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7823 Stratford Rd
Bethesda, MD 20814-1339

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This email was sent from outside the organization.

Re: Early Closing

Kari Lapp <karil@salinecountylibrary.org>

Thu 1/12/2023 8:57 AM

To: Francesca Castro francescac@salinecountylibrary.org

You don't have to change this but just some advice for future- Try to keep Saline County Library on the same line for flyers. Also, try to keep dates on the same line and use "at" instead of the @ symbol.

These are so cute though!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Thursday, January 12, 2023 8:55 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Re: Early Closing

Sorry Rebecca, I had the wrong sizing.

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Thursday, January 12, 2023 8:46 AM

To: Francesca Castro <francescac@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Re: Early Closing

Is this just for social media or the sign for the door? If it is the sign for the door, can we make these fit on an 8.5 X 11 and not have the weird white space?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Thursday, January 12, 2023 8:40 AM
To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>
Subject: Re: Early Closing

Closing for Jan 16th

From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Thursday, December 29, 2022 8:23 AM
To: Rebecca Kidder <rebeccak@salinecountylibrary.org>
Subject: Re: Early Closing

From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Thursday, December 29, 2022 8:23 AM
To: Rebecca Kidder <rebeccak@salinecountylibrary.org>
Subject: Re: Early Closing

From: Francesca Castro
Sent: Thursday, December 22, 2022 9:20 AM
To: Rebecca Kidder <rebeccak@salinecountylibrary.org>
Subject: Early Closing



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778 4766 xt 1338](tel:(501)7784766xt1338)
Email: FrancescaC@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: jackbox promo

Kari Lapp <karil@salinecountylibrary.org>

Thu 1/12/2023 8:46 AM

To: Francesca Castro francescac@salinecountylibrary.org ;Mason Newberry <masonn@salinecountylibrary.org>

We wont be po ting from them but we can tag them in the po t like they a k



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)7784766xt1350)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Thursday, January 12, 2023 8 45 AM

To: Kari Lapp karil@salinecountylibrary.org ; Mason Newberry masonn@salinecountylibrary.org

Subject: Re jackbox promo

So we legally can post directly from the Jackbox website?

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, January 11, 2023 12:05 PM

To: Mason Newberry <masonn@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: jackbox promo

We really want to promote JB more. Here are some ideas from Jackbox.

<https://www.jackboxgames.com/bring-jackbox-to-your-venue/>

<https://www.jackboxgames.com/playing-jackbox-for-charity/>



Playing Jackbox for Charity Jackbox Games

The Celebrity Jackbo : Games & Giving stream has come to a conclusion, but many streamers are continuing to stream Jackbox Games online for good causes. If you're a streamer interested in raising money for charity on your channel, then you've come to the right place. This is the

www.jackbo_games.com



Bring Jackbox to Your Venue or Event

Download our printable guide here.. Here are some tips to keep Jackbo Games under control out in the wild for making sure everyone has a good time! And, we recommend using our How to Play page and video to help onboard new players.. NOTE: For technical support

www.jackboxgames.com



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778 4766 xt 1350](tel:(501)7784766xt1350)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



About Me

Re: Lapel Microphone

Alan Robinette <AlanR@salinecountylibrary.org>

Wed 1/11/2023 2:05 PM

To: Francesca Castro francescac@salinecountylibrary.org

I do - they are in the car. I'll be in around 10, is that soon enough?

On Jan 11, 2023 at 1:38 PM, <[Francesca Castro](#)> wrote:

Good Afternoon, Alan,

Do you have the Lapel microphones that I can borrow for an interview tomorrow.

Thanks



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Fw: LOT on Social Media

Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Wed 1/11/2023 2:03 PM

To: Francesca Castro francescac@salinecountylibrary.org

Just came across this email from forever ago, in case you wanted to work this into your social media schedule. YS has kits, I do Makerspace kits (have some new ones planned just not done yet) and Amanda does all the other LOT things (and has made quite a few new ones as well), if you wanted to do something like this. Just thought I'd pass it along!



Ashlyn Wilcox

Youth Services: Makerspace Coordinator

Phone: [\(501\) 778-4766 xt 1007](tel:(501)778-4766)

Email AshlynW@SalineCountyLibrary.org

SCLMakerspace@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr+Benton,+AR+72015)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Friday, November 19, 2021 3:29 PM

To: Jordan Reynolds <jordanr@salinecountylibrary.org>; Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Subject: LOT on Social Media

I would like to do a few "Have you see out LOT" and "What is LOT" posts on social media after we roll out the new brand Then I think doing a regular every two months or so a post like "New LOT kits"

Also, if we start a most popular or currently trending post for materials, I would like to see LOT mentioned.

Kari Lapp



Community Engagement Manager
1800 Smithers Drive Benton, AR 72015
501-778-4766 ext. 1350

KariL@salinecountylibrary.org



Re: Gann pictures

Cody Berry <codyb@salinecountylibrary.org>

Wed 1/11/2023 12:52 PM

To: Kari Lapp karil@salinecountylibrary.org ;Julie Syler julies@salinecountylibrary.org

Cc: Francesca Castro <francescac@salinecountylibrary.org>

Yes, that works for me. Mornings are better because most visitors come after noon. On Saturday one of my college mentors might be coming by.

Get [Outlook for Android](#)

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, January 11, 2023 12:45:33 PM

To: Julie Syler <julies@salinecountylibrary.org>; Cody Berry <codyb@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Gann pictures

Fran and Cody, does this also work as a time to get the interview/video done?



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Julie Syler <julies@salinecountylibrary.org>

Sent: Wednesday, January 11, 2023 12:44 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Cody Berry <codyb@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Gann pictures

I would say let's do it tomorrow, and hope that any visitors wait to come until the afternoon!

Julie Syler

Systems Administrator

Saline County Library

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, January 11, 2023 12:42:56 PM

To: Julie Syler <julies@salinecountylibrary.org>; Cody Berry <codyb@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Gann pictures

I am open on Wednesday (18th) afternoon if that works to start taking pictures for the items? I can also do tomorrow morning for little under an hour at 10AM. Including Fran because I know she was wanting to interview Cody about the Gann so maybe we can knock out birds with one stone. (She should be sending more info soon if she hasn't already spoke to either of you about that.)

Thank you,



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Re: Brad's going away

Francesca Castro <francescac@salinecountylibrary.org>

Wed 1/11/2023 9:53 AM

To: Heather Phipps <heatherp@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Cc: Patty Hector <pattyh@salinecountylibrary.org>

Sorry! I put today's date

From: Heather Phipps <heatherp@salinecountylibrary.org>

Sent: Wednesday, January 11, 2023 9:36 AM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Cc: Patty Hector <pattyh@salinecountylibrary.org>

Subject: Re: Brad's going away

Thanks Fran! It will actually be next Friday the 20th, and can you make sure it says in the meeting room.

Thanks!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, January 11, 2023 9:25 AM

To: Heather Phipps <heatherp@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Cc: Patty Hector <pattyh@salinecountylibrary.org>

Subject: Re: Brad's going away

From: Heather Phipps <heatherp@salinecountylibrary.org>

Sent: Tuesday, January 10, 2023 11:39 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Cc: Patty Hector <pattyh@salinecountylibrary.org>

Subject: Brad's going away

We are planning to do a going away for Brad next Friday at 1 PM in the meeting room. I reserved on Communico.

Can you please make signs to be posted up in Benton and Bryant for patrons to see. Also, can you make a post on Facebook?



Heather Phipps, PHR
Human Resources Manager

Phone: [.\(501\) 778-4766](tel:(501)778-4766) xt 1093

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Fw: Come Network Now!!

Kari Lapp <karil@salinecountylibrary.org>

Wed 1/11/2023 9:04 AM

To: Alan Robinette <AlanR@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Heather Phipps <heatherp@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Leigh, Bella, and I cannot go because we have another meeting. But, I wanted to see if any of you are interested in going to this. If so, you may register or one person can register everyone. You can pay with card or we can have a check ready the day of.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Anna Brimhall <anna@bryantchamber.com>

Sent: Friday, January 6, 2023 10:45 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Come Network Now!!

YOU'RE INVITED

Network Now
January 24, 2023
11:00 AM CST

[Register](#)



Network Now!

January 24, 2023 11am - 12:30pm
 Lunch served at 11:15am Business Card Tag 12:00pm

Location:
 Bishop Park - Upstairs Conference Room
 6401 Boone Rd. Bryant, AR 72022

Come eat & play Business Card Tag
 Bring approx. 100 of your business cards
 with you!

Register Online \$20.00
 At the door \$25.00

Greater Bryant Chamber of Commerce

www.bryantchamber.com / 501-847-4702

Come have lunch, network and make new contacts!
 This month we will meet at Bishop Park upstairs conference room
 Doors will open at 11am, lunch will begin at 11:15am and Business Card Tag at 12:00pm.
 Business Card Tag is a networking game to meet new contacts, all you need is approximately
 100 of your business cards. We hope to see you there!

[http //bryantchamber com](http://bryantchamber.com)

Date/Time

January 24, 2023
 11am - 12:30pm

Fees/Admission

Register online \$20 00 per person
 Pay at the door \$25.00 per person

Location

Bishop Park - upstairs conference room
 6401 Boone Rd.
 Bryant, AR 72022

[Register](#)

Hope you'll join us!

Greater Bryant Chamber of Commerce
anna@bryantchamber.com
Bryant Area Chamber of Commerce

[Network Now](#) | [Add to Calendar](#) | [Decline Invite](#) | [Register](#)

This email was sent on behalf of Greater Bryant Chamber of Commerce Bryant, AR 72089-0261. To unsubscribe [click here](#). If you have questions or comments concerning this email or services in general, please contact us by email at info@bryantchamber.com.

This email was sent from outside the organization.

Adult Book Club

Susie Sward <SusieS@salinecountylibrary.org>

Wed 1/11/2023 8:57 AM

To: Brad Crumby bradc@salinecountylibrary.org ;Bella Cusimano bellac@salinecountylibrary.org ;Mason Newberry <masonn@salinecountylibrary.org>;Alan Robinette <AlanR@salinecountylibrary.org>;Francesca Castro <francescac@salinecountylibrary.org>;Kari Lapp <karil@salinecountylibrary.org>

Hi, y'all,

I will be taking care of Brad's book club going forward, so put your minds at ease on that score

Brad, Dahling, let's get together to discuss particulars. Sooner is better than later for me. Let me know when you're free. My schedule is wide open this afternoon and tomorrow morning.

Cheers!



Susie Sward
Adult Programmer

Phone: [\(501\) 778-4766 xt 1302](tel:(501)778-4766)

Email: SusieS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Crafts2Go JAN video

Kari Lapp <karil@salinecountylibrary.org>

Tue 1/10/2023 4:53 PM

To: Francesca Castro francescac@salinecountylibrary.org

Let me know if you need help figuring this out in Wave.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Susie Sward <SusieS@salinecountylibrary.org>

Sent: Tuesday, January 10, 2023 7:49 AM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Subject: Crafts2Go JAN video

Hi, Francesca,

The video for January's Crafts2Go craft is on Wave.video and ready to post to Facebook or YouTube. The folder in Wave is labeled Craft 2Go. I have already published the video on Niche Academy. Let me know if you have any questions.

Thank !



Susie Sward
Adult Programmer

Phone: [\(501\) 778-4766 xt 1302](tel:(501)778-4766)

Email: SusieS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



Emergency Leave

Kari Lapp <karil@salinecountylibrary.org>

Mon 1/23/2023 12:07 PM

To: **Community Engagement** <CommunityEngagement@salinecountylibrary.org>; Heather Phipps <heatherp@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>

██████████ has malfunctioned and wont turn back on. I talked to Patty. I am going to go ahead and go to the school to see if I can get it to work. Hopefully it wont take long and I can be back soon.



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)7784766xt1350)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: TV upstairs

Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Mon 1/23/2023 11:59 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Perfect, thank you! I will do that as soon as I get it made up!

**Ashlyn Wilcox****Youth Services: Makerspace Coordinator**Phone: [\(501\) 778-4766 xt 1007](tel:(501)778-4766)Email: AshlynW@SalineCountyLibrary.org
SCLMakerspace@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)**From:** Kari Lapp <karil@salinecountylibrary.org>**Sent:** Monday, January 23, 2023 11:56 AM**To:** Ashlyn Wilcox <ashlynw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Subject:** Re: TV upstairs

Are you using canva to make the flyer? If so, it is easier if you share the file with us on Canva so we can manipulate the size and rearrange the elements to fit the magazine. That is what we do with the seed library.

**Kari Lapp****Community Engagement Manager**Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)**From:** Ashlyn Wilcox <ashlynw@salinecountylibrary.org>**Sent:** Monday, January 23, 2023 11:52 AM**To:** Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Subject:** Re: TV upstairs

You're welcome!

I will get a write-up/flyer of some sort made up for the March magazine too (it'll probably be essentially what's going IN the kits, as well), so that there's more information on what/where it is, what it has to do with our summer theme, etc.



Ashlyn Wilcox

Youth Services: Makerspace Coordinator

Phone: [\(501\) 778 4766 xt 1007](tel:(501)778-4766)

Email: AshlynW@SalineCountyLibrary.org
SCLMakerspace@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Monday, January 23, 2023 11:47 AM

To: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: TV upstairs

That ound good Thank you!



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Sent: Monday, January 23, 2023 11:46 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Cc: Kari Lapp <karil@salinecountylibrary.org>

Subject: Fw: TV upstairs

I double-checked with Leigh, and she said we're good on this one not matching the template. I have another one we can switch out later on with the actual exhibit information, but the rest of the participatory info will be IN their kits

I *think* this is the correct size (after all the resizing we had to do for the magazine graphic) but let me know if it's not!



Ashlyn Wilcox
Youth Services: Makerspace Coordinator

Phone: [\(501\) 778-4766 xt 1007](tel:(501)778-4766)
Email: AshlynW@SalineCountyLibrary.org
 SCLMakerspace@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Leigh Espey leighe@salinecountylibrary.org
Sent: Monday, January 23, 2023 10:39 AM
To: Ashlyn Wilcox ashlynw@salinecountylibrary.org
Subject: Re: TV upstairs

I think that should be fine.

Francesca handles adding the new slides, so be sure you send it to her and CC Kari.

Thank you for letting me know!



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)
Email: LeighE@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>
Sent: Monday, January 23, 2023 10:37 AM
To: Leigh Espey <leighe@salinecountylibrary.org>
Subject: TV upstairs

Good morning, ma'am!

I know you take care of making the slides for the TVs upstairs -- I've got the same little graphic/slide that we put in the magazine for the Tiny Art Show, and that's what I have scrolling through on my TV in

Makerspace. I was going to send to you/whoever to put on the upstairs TV, but it doesn't "match" the branding template... is that okay?

I know we have the new template that Kari sent us on Canva, but I purposefully made it different so that it matches any flyers pertaining to the show and the theme for summer reading. Let me know if I need to edit it with the new template and I will but wanted to check first!



Ashlyn Wilcox

Youth Services: Makerspace Coordinator

Phone: [\(501\) 778-4766 xt 1007](tel:(501)778-4766)

Email: AshlynW@SalineCountyLibrary.org

SCLMakerspace@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Re: National Shelfie Day

Kari Lapp <karil@salinecountylibrary.org>

Mon 1/23/2023 11:08 AM

To: Amanda Garrison AmandaG@salinecountylibrary.org ;Susie Sward <SusieS@salinecountylibrary.org>;Francesca Castro <francescac@salinecountylibrary.org>;Rebecca Kidder <rebeccak@salinecountylibrary.org>

It would be nice to have everyone do their own library helve but not everyone ha a home library o we can twi t it a our library i YOUR library Maybe ju t have a photo frame and ome prop out by the TV/LOT area ince it clo e to the entrance



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr+Benton,+AR+72015)



From: Amanda Garrison <AmandaG@salinecountylibrary.org>
Sent: Monday, January 23, 2023 10:46 AM
To: Susie Sward <SusieS@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>
Subject: Re: National Shelfie Day

In my head, Shelfie is a selfie of your own shelves, so setting up something at the library doesn't make sense in my brain.



Amanda Garrison she | her
Public Services Manager, MLS

Phone: [\(501\) 778-4766 xt 1606](tel:(501)778-4766)
Email: AmandaG@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Susie Sward SusieS@salinecountylibrary.org
Sent: Monday, January 23, 2023 10:44 AM
To: Francesca Castro francescac@salinecountylibrary.org ; Kari Lapp karil@salinecountylibrary.org ; Amanda Garrison AmandaG@salinecountylibrary.org ; Rebecca Kidder rebeccak@salinecountylibrary.org
Subject: Re: National Shelfie Day

Amanda and Bella are our photo opp experts. They might have some ideas

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, January 23, 2023 10:42 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Re: National Shelfie Day

Does anyone have any good ideas for this?

Thanks

From: Francesca Castro

Sent: Tuesday, January 17, 2023 2 57 PM

To: Kari Lapp karil@salinecountylibrary.org ; Susie Sward SusieS@salinecountylibrary.org ; Amanda Garrison AmandaG@salinecountylibrary.org ; Rebecca Kidder rebeccak@salinecountylibrary.org

Subject: National Shelfie Day

Good Afternoon Everyone! January 25th is National Shelfie Day. Kari and I were discussing and were wondering if we could have a prop display on this day for patron to take a shelfie.

Thanks!



Francesca Castro

Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



About Me

Re: TV upstairs

Francesca Castro <francescac@salinecountylibrary.org>

Mon 1/23/2023 10:36 AM

To: Ashlyn Wilcox ashlynw@salinecountylibrary.org

You're Welcome

From: Ashlyn Wilcox ashlynw@salinecountylibrary.org

Sent: Monday, January 23, 2023 10:35 AM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Re: TV upstairs

Let me double check with Leigh and then I'll send you whatever ends up needing to go on the flash drive! Thank you!



Ashlyn Wilcox

Youth Services: Makerspace Coordinator

Phone: [\(501\) 778 4766 xt 1007](tel:(501)778-4766)

Email: AshlynW@SalineCountyLibrary.org

SCLMakerspace@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, January 23, 2023 10:35 AM

To: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Subject: Re: TV upstairs

My grammar is so bad. But Leigh usually puts it all together. I have no control over how the tiles look.

And yes

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, January 23, 2023 10:34 AM

To: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Subject: Re: TV upstairs

Leigh put them all together I just upload them to the flash drive

From: Ashlyn Wilcox <ashlynw@salinecountylibrary.org>
Sent: Monday, January 23, 2023 10:32 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Fw: TV upstairs

Good morning, ma'am!

I was told you have control/access to the slides for the TVs upstairs -- I've got the same little slide that we put in the magazine for the Tiny Art Show, and that's what I have scrolling through on my TV in Makerspace. I was going to send to you/whoever to put on the upstairs TV, but it doesn't "match" the branding template... is that okay?

I know we have the new template that Kari sent us on Canva, but I purposefully made it different so that it matches any flyers pertaining to the show and the theme for summer reading. Let me know if I need to edit it with the new template and I will but wanted to check first!



Ashlyn Wilcox
Youth Services: Makerspace Coordinator

Phone: [\(501\) 778-4766 xt 1007](tel:(501)778-4766)
 Email: AshlynW@SalineCountyLibrary.org
 SCLMakerspace@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Ashlyn Wilcox
Sent: Monday, January 23, 2023 10:06 AM
To: Amanda Garrison <AmandaG@salinecountylibrary.org>
Subject: TV upstairs

Good morning!

Do you have control/access of the slides for the TV upstairs? Wasn't sure how exactly that worked. I have the slide made for the Tiny Art Show I was going to send you/whoever to put on the upstairs tv, but it doesn't "match" the branding is that okay?



Ashlyn Wilcox
Youth Services: Makerspace Coordinator

Phone: [\(501\) 778-4766 xt 1007](tel:(501)778-4766)
 Email: AshlynW@SalineCountyLibrary.org
 SCLMakerspace@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Brad Flyer

Francesca Castro <francescac@salinecountylibrary.org>

Fri 1/20/2023 11:54 AM

To: Heather Phipps heatherp@salinecountylibrary.org

 [Celebrating.\(4\).png](#)

From: Heather Phipps <heatherp@salinecountylibrary.org>

Sent: Friday, January 20, 2023 11:47 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Brad Flyer

Hey can you send me the flyer please?

Thanks!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: After School Adventure and One Shot Saturday

Chelsea Simon <chelseas@salinecountylibrary.org>

Fri 1/20/2023 11:21 AM

To: Francesca Castro francescac@salinecountylibrary.org

Art Club and Anime Club would be great!



Chelsea Simon (she/her)
Youth Services Programmer: Teens

Phone [\(501\) 778 4766](tel:(501)778-4766)

Email ChelseaS@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Friday, January 20, 2023 9:59 AM

To: Chelsea Simon <chelseas@salinecountylibrary.org>

Subject: Re: After-School Adventure and One Shot Saturday

Do you have any programs that need to be promoted in the place of those?

From: Chelsea Simon <chelseas@salinecountylibrary.org>

Sent: Thursday, January 19, 2023 6:32 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Cc: Wendy Christy <wendyc@salinecountylibrary.org>

Subject: After-School Adventure and One Shot Saturday

Hi Fran!

At this time I am at capacity for both my Thursday Dungeons and Dragons campaign and my One Shot Saturday. I will let you know if they need to be promoted any time in the future!

Thanks so much!



Chelsea Simon (she/her)
Youth Services Programmer: Teens

Phone: [\(501\) 778-4766](tel:(501)778-4766)

Email: ChelseaS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Gann Video

Julie Syler <julies@salinecountylibrary.org>

Fri 1/20/2023 10:17 AM

To: Francesca Castro francescac@salinecountylibrary.org ;Kari Lapp karil@salinecountylibrary.org

Yes, absolutely!

Julie Syler
Systems Administrator
Saline County Library

From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Friday, January 20, 2023 10:14 AM
To: Julie Syler <julies@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>
Subject: Gann Video

Hello Julie,
I was needing to come by to take more footage of the Gann. Would sometime today be ok?
Thanks



Francesca Castro
Marketing Coordinator

Phone [\(501\) 778 4766 xt 1338](tel:(501)7784766xt1338)
Email: FrancescaC@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](http://1800SmithersDr.Benton,AR72015)



Dana Bloch shared "February 23" with you.

Dana Bloch <no-reply@sharepointonline.com>

Thu 1/19/2023 2:44 PM

To: Francesca Castro francescac@salinecountylibrary.org

Cc: Dana Bloch <danab@salinecountylibrary.org>

Dana Bloch shared a file with you

February Book List

February 23

This link will work for anyone

Open

[Privacy Statement](#)

This email was sent from outside the organization.

Farewell Brad

Heather Phipps <heatherp@salinecountylibrary.org>

Thu 1/19/2023 10:35 AM

To: Alan Robinette AlanR@salinecountylibrary.org ;Amanda Garrison
 <AmandaG@salinecountylibrary.org>;Anna Wagnon <annaw@salinecountylibrary.org>;Ashleigh Brink
 <ashleighb@salinecountylibrary.org>;Ashlyn Wilcox <ashlynw@salinecountylibrary.org>;Bella Cusimano
 <bellac@salinecountylibrary.org>;Billy Osborne, Jr. <billyjack@salinecountylibrary.org>;Brittany Carter
 brittanyc@salinecountylibrary.org ;Brittton Luker BritttonL@salinecountylibrary.org ;Chelsea Simon
 <chelseas@salinecountylibrary.org>;Cheyenne Guffy <CheyenneG@salinecountylibrary.org>;Cody Berry
 <codyb@salinecountylibrary.org>;Dana Bloch <danab@salinecountylibrary.org>;Danyelle Childers
 <danyellec@salinecountylibrary.org>;Edi Baker <edib@salinecountylibrary.org>;E'Yanne Whitaker
 E'yanneW@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org ;Geoff Greaves
 <geoffg@salinecountylibrary.org>;Grant McKee <grantm@salinecountylibrary.org>;Haley Johnson
 <HaleyJ@salinecountylibrary.org>

Hi All!

Don't forget that Brad's going away party is Friday at 1 PM in the meeting room in Benton. Stop by if you can There will be cupcakes!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: ADLC Press Release

Francesca Castro <francescac@salinecountylibrary.org>

Thu 1/19/2023 9:58 AM

To: Kari Lapp karil@salinecountylibrary.org

I apologize for being unaware, but what is going on here.

From: Kari Lapp <karil@salinecountylibrary.org>**Sent:** Thursday, January 19, 2023 9:51 AM**To:** Leigh Espey <leighe@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Cc:** Patty Hector <pattyh@salinecountylibrary.org>**Subject:** Re: ADLC Press Release

How many checkouts we had.

How many materials we have available for digital checkout.

How many app downloads we had this year.

For audio books- can we see how many minutes listened to?

For ebooks- can we see how many pages were read?

I am trying to think of other stats but can't right now.

**Kari Lapp****Community Engagement Manager**Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](#)

From: Leigh Espey <leighe@salinecountylibrary.org>**Sent:** Wednesday, January 18, 2023 8:55 PM**To:** Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Cc:** Patty Hector <pattyh@salinecountylibrary.org>**Subject:** Re: ADLC Press Release

I can definitely get you some. What would you like???

**Leigh Espey****Library Manager**Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)Email: LeighE@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp karil@salinecountylibrary.org
Sent: Wednesday, January 18, 2023 5:11 PM
To: Leigh Espey leighe@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org
Cc: Patty Hector pattyh@salinecountylibrary.org
Subject: Re: ADLC Press Release

Great! Fran, let me edit this to include some information about Saline County Library in the ADLC consortium through Mid Arkansas Regional Library System Leigh, do you have any stat about our own borrowing?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778 4766 xt 1350](tel:(501)778-4766-xt1350)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](http://1800-Smithers-Dr-Benton-AR-72015)



From: Leigh Espey <leighe@salinecountylibrary.org>
Sent: Wednesday, January 18, 2023 4:04 PM
To: Kari Lapp <karil@salinecountylibrary.org>
Cc: Patty Hector <pattyh@salinecountylibrary.org>
Subject: Fw: ADLC Press Release

Hi Kari!

Katie sent us a press release for 1.3 million checkouts from ADLC in 2022. I wasn't sure if you wanted to include it on social or send it to the paper.



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766-xt1002)
 Email: LeighE@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](http://1800-Smithers-Dr-Benton-AR-72015)



From: Walton, Katie (ASLIB) <Katie.Walton@ade.arkansas.gov>

Sent: Wednesday, January 18, 2023 4:01 PM



Subject: ADLC Press Release

Good afternoon, everyone!

I have attached the press release regarding ADLC's 1.3 million checkouts in 2022. I encourage you to send this to your local newspapers along with any fun things going on at your library. You can either send them the press release as is (there is red text that can be updated with your information), or you can amend it as you see fit and highlight other noteworthy happenings at your libraries.

As I've mentioned before, OverDrive sent their press release to a handful of newspapers last year, but none of them picked up the story. I hope that if the request comes from you guys that the newspapers will be more

likely to want to run the story. Again, you can either use this as-is or pull out the information you like to write something else. Whatever you think is best. My goal was to make this as easy on you as possible, but I don't want you to feel like you can't edit it for your own needs.

There is a place in the upper right where you can insert a logo. I've attached the ADLC logo if you do not have your own library logo to use. Also, Jennifer Chilcoat provided a quote in the middle of the press release, but she will not be offended if you want to replace her quote with your own or a positive story from a patron.

Congratulations again on a successful year!

Katie Walton | She/Her/Hers
Manager of Acquisitions
Arkansas State Library
katie.walton@ade.arkansas.gov

This email was sent from outside the organization.

Re: Souper Bowl

Susie Sward <SusieS@salinecountylibrary.org>

Thu 1/19/2023 8:54 AM

To: Bella Cusimano bellac@salinecountylibrary.org ; allstaff@salinecountylibrary.org
<allstaff@salinecountylibrary.org>

Cc: caroclem@comcast.net <caroclem@comcast.net>; diannamccullough@gmail.com
<diannamccullough@gmail.com>; friends@ Friends <friends@salinecountylibrary.org>

I have Tai Chi that day from 11-noon, but I bet I can find someone to babysit it for me.
This looks really fun!

From: Bella Cusimano <bellac@salinecountylibrary.org>

Sent: Wednesday, January 18, 2023 12:12 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Cc: caroclem@comcast.net <caroclem@comcast.net>; diannamccullough@gmail.com
<diannamccullough@gmail.com>; friends@ Friends <friends@salinecountylibrary.org>

Subject: Souper Bowl

I'm trying to gauge staff interest in participating in this community event. I am looking for staff who might be interested in making soup or providing your favorite recipe! Should you choose to make soup or chili, the library will pay for the ingredients.

I am also looking for 2-3 staff members to attend the event with me.

Friends, you are also welcome to help in anyway!

Please let me know if you are interested.



Bella Cusimano Outreach Coordinator

Phone [\(501\) 778 4766 xt 1304](tel:(501)778-4766-xt1304)

Email BellaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



About Me

Re: Brad's Card

Leigh Espey <leighe@salinecountylibrary.org>

Thu 1/19/2023 8:11 AM

To: Heather Phipps <heatherp@salinecountylibrary.org>; Alan Robinette <AlanR@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Ashlyn Wilcox <ashlynw@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Billy Osborne, Jr. <billyjack@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>; Brittion Luker <BrittionL@salinecountylibrary.org>; Chelsea Simon <chelseas@salinecountylibrary.org>; Cheyenne Guffy <CheyenneG@salinecountylibrary.org>; Dana Bloch <danab@salinecountylibrary.org>; Danyelle Childers <danyellec@salinecountylibrary.org>; E'Yanne Whitaker <E'yanneW@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Geoff Greaves <geoffg@salinecountylibrary.org>; Grant McKee <grantm@salinecountylibrary.org>; Haley Johnson <HaleyJ@salinecountylibrary.org>; Joel Beck <JoelB@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

I just gave it to Stacy



Leigh Espey

Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)Email: LeighE@SalineCountyLibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](#)

About Me

From: Heather Phipps <heatherp@salinecountylibrary.org>**Sent:** Thursday, January 19, 2023 8:10 AM

To: Alan Robinette <AlanR@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Ashlyn Wilcox <ashlynw@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Billy Osborne, Jr. <billyjack@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>; Brittion Luker <BrittionL@salinecountylibrary.org>; Chelsea Simon <chelseas@salinecountylibrary.org>; Cheyenne Guffy <CheyenneG@salinecountylibrary.org>; Dana Bloch <danab@salinecountylibrary.org>; Danyelle Childers <danyellec@salinecountylibrary.org>; E'Yanne Whitaker <E'yanneW@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Geoff Greaves <geoffg@salinecountylibrary.org>; Grant McKee <grantm@salinecountylibrary.org>; Haley Johnson <HaleyJ@salinecountylibrary.org>; Heather Phipps <heatherp@salinecountylibrary.org>; Joel Beck <JoelB@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Kathy Dane <KathyD@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Lily Webb <LilyW@salinecountylibrary.org>; Lydia Cheatham <LydiaC@salinecountylibrary.org>; Lyndsey Ammons <lyndseya@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Stacy Childress <stacyc@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Tatiana Ortega

<TatianaO@salinecountylibrary.org>; Taylor Morrissey <TaylorM@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>

Subject: Brad's Card

Has anyone seen my comically large going away card for Brad?



Heather Phipps, PHR

Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Book Clubs webpage

Stacy Childress <stacyc@salinecountylibrary.org>

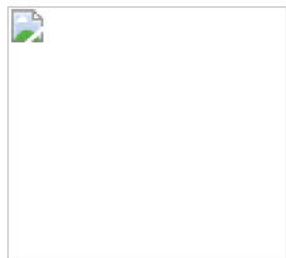
Wed 1/18/2023 4:20 PM

To: Kari Lapp karil@salinecountylibrary.org ;Lyndsey Ammons lyndseya@salinecountylibrary.org ;Brad Crumby <bradc@salinecountylibrary.org>;Alan Robinette <AlanR@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>

I am still the contact for the Benton Book Club.

Thank you,



Stacy Childress

Collections Manager

Phone: [\(501\)778-4766 xt 1254](tel:(501)778-4766)Email: stacyc@salinecountylibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](#)**From:** Kari Lapp <karil@salinecountylibrary.org>**Sent:** Wednesday, January 18, 2023 2:54 PM**To:** Lyndsey Ammons <lyndseya@salinecountylibrary.org>; Stacy Childress <stacyc@salinecountylibrary.org>; Brad Crumby <bradc@salinecountylibrary.org>; Alan Robinette <AlanR@salinecountylibrary.org>**Cc:** Francesca Castro <francescac@salinecountylibrary.org>**Subject:** Re: Book Clubs webpage

Sounds good. Thank you, Lyndsey.



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766)Email KariL@SalineCountyLibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](#)**From:** Lyndsey Ammons lyndseya@salinecountylibrary.org**Sent:** Wednesday, January 18, 2023 2:49 PM**To:** Kari Lapp karil@salinecountylibrary.org ; Stacy Childress stacyc@salinecountylibrary.org ; Brad Crumby bradc@salinecountylibrary.org ; Alan Robinette AlanR@salinecountylibrary.org**Cc:** Francesca Castro francescac@salinecountylibrary.org**Subject:** RE Book Clubs webpage

Stacy has left to go pick up Chloe and then she'll work from home some later, but yes, she is still the staff contact.

Thanks,
Lyndsey



Lyndsey Ammons

Cataloging Librarian

Phone: [\(501\) 778-4766 xt 1166](tel:(501)778-4766)

Email: lyndseya@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: [Kari Lapp](#)

Sent: Wednesday, January 18, 2023 2:47 PM

To: [Lyndsey Ammons](#); [Stacy Childress](#); [Brad Crumby](#); [Alan Robinette](#)

Cc: [Francesca Castro](#)

Subject: Re: Book Clubs webpage

Sounds good. Stacy, are you still the contact?



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Lyndsey Ammons <lyndseya@salinecountylibrary.org>

Sent: Wednesday, January 18, 2023 2:28 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Stacy Childress <stacyc@salinecountylibrary.org>; Brad Crumby <bradc@salinecountylibrary.org>; Alan Robinette <AlanR@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>

Subject: RE: Book Clubs webpage

The Benton Library Book Club is still meeting on Zoom as far as Stacy and I know.

Thank you!

-Lyndsey



Lyndsey Ammons
Cataloging Librarian

Phone: [\(501\) 778-4766 xt 1166](tel:(501)778-4766)
 Email lyndseya@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: [Kari Lapp](#)
Sent: Wednesday, January 18, 2023 2:22 PM
To: [Stacy Childress](#); [Brad Crumby](#); [Alan Robinette](#); [Lyndsey Ammons](#)
Cc: [Francesca Castro](#)
Subject: Book Clubs webpage

Hello! You guys have information on the book club webpage that is outdated. Do you have any current information? Stacy, is the Benton Library Book Club still meeting? Lyndsey, thank you for sending your info. We will update that.

Thank you,



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



Re: Update Passport Info on Website

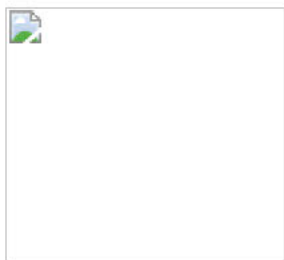
Rachel Wallace <rachelw@salinecountylibrary.org>

Wed 1/18/2023 3:21 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Cc: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Welp! I just got an email from passport customer service, and they have changed the 1 2 day return delivery to \$19 53 (starts on Jan 23rd, Mon) So, ignore the \$18 32 below



Rachel Wallace

Bryant Branch Assistant Manager

Phone: [\(501\) 847-2166 xt 1118](tel:(501)847-2166)

Email: RachelW@salinecountylibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Rachel Wallace <rachelw@salinecountylibrary.org>

Sent: Wednesday, January 18, 2023 2:28 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Cc: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Update Passport Info on Website

Hey Kari!

Your email you just sent reminded me about a few things a patron brought to my attention.

- Under "How long will it take to receive my passport?"

Routine takes 6 - 9 weeks and expedite takes 3 - 5 weeks now.

Just a little way below that it says 1 - 2-day return delivery is \$17.56. It is now \$18.32

- Under "What are the passport office hours?"

Bryant hours have changed on Tuesdays and Thursdays. Tues. & Thurs. is now 9 - 5



Rachel Wallace

Bryant Branch Assistant Manager

Phone: [\(501\) 847-2166 xt 1118](tel:(501)847-2166)

Email: RachelW@salinecountylibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



Amazon

Kari Lapp <karil@salinecountylibrary.org>

Wed 1/18/2023 2:00 PM

To: **Community Engagement** <CommunityEngagement@salinecountylibrary.org>

While Brad is getting things ready to transition to the new person, I have learned something for us to do in the future. If you receive a package from Amazon:

1. Sign (or initial) and date the packing slip and put it in his box.
2. If there is no packing slip, email the Financial Coordinator that you have gotten the Amazon order. Best to include the order number and what you recieved.

Thank you,



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1350

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



[About Me](#)

Re: Staff Page

Danyelle Childers <danyellec@salinecountylibrary.org>

Wed 1/18/2023 2:00 PM

To: Francesca Castro francescac@salinecountylibrary.org

Of course! You're much better at it than I am haha



Danyelle Childers
Library Assistant

Phone: [\(501\) 778-4766](tel:(501)778-4766)

Email: danyellec@salinecountylibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Wednesday, January 18, 2023 1 53 PM

To: Danyelle Childers danyellec@salinecountylibrary.org

Subject: Re Staff Page

Will do! I appreciate how you said I can spice it up for you!!!

From: Danyelle Childers <danyellec@salinecountylibrary.org>

Sent: Wednesday, January 18, 2023 1:45 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Staff Page

Can you update mine?

If you could add my updated job title,

keep the craft things on there, My favorite books can be updated to Matilda, The Spiderwick series ,and the outsiders. and add a little bio. something like

[Redacted content]



Danyelle Childers

Library Assistant

Phone: [\(501\) 778-4766](tel:(501)778-4766)

Email: danyellec@salinecountylibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: Passport Form Question

Kari Lapp <karil@salinecountylibrary.org>

Wed 1/18/2023 1:57 PM

To: Rebecca Kidder rebeccak@salinecountylibrary.org ;Francesca Castro <francescac@salinecountylibrary.org>

Cc: Rachel Wallace <rachelw@salinecountylibrary.org>

Sorry this has taken so long but I got this working. I had to create a good amount of hidden fields and rules but now if they pick a date that is before "Today" they will be redirected to pick a future date and the form will not submit because of an error.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Sent: Wednesday, January 11, 2023 1:53 PM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Cc: Rachel Wallace <rachelw@salinecountylibrary.org>

Subject: Passport Form Question

We had someone schedule a passport appointment this week and chose 2022 dates. Is there a way on the form that past date can be blocked out? Didn't know if that was a possibility.

Thanks!



Rebecca Kidder
Branch Manager

Phone: [\(501\) 847-2166 Ext. 1101](tel:(501)847-2166)

Email: RebeccaK@SalineCountyLibrary.org

Address: [201 Prickett Road, Bryant, AR 72022](#)



Re: Cereal Boxes

Savannah Stone <savannahs@salinecountylibrary.org>

Wed 1/18/2023 1:50 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

I have a dollhouse, but it's painted black because I'm edgy



Savannah Stone
Branch PT Library Assistant

Phone: [\(501\) 847-2166 xt 2601](tel:(501)847-2166)

Email: savannahs@salinecountylibrary.org

Address: [201 Prickett Bryant, AR 72022](#)



From: Julieana Joiner <julieanaj@salinecountylibrary.org>

Sent: Wednesday, January 18, 2023 1:06 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Cereal Boxes

Can everyone please save and send any cereal boxes you get between now and March 1st? Also Does anyone have a Barbie house that I can borrow for a program?

Thanks,



Julie Joiner
Branch Youth Services Programmer

Phone [\(501\) 847 2166 e t 2604](tel:(501)847-2166)

Email: julieanaj@salinecountylibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



Fw: Sugar Free Soda

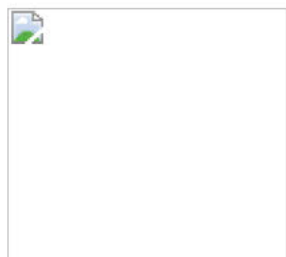
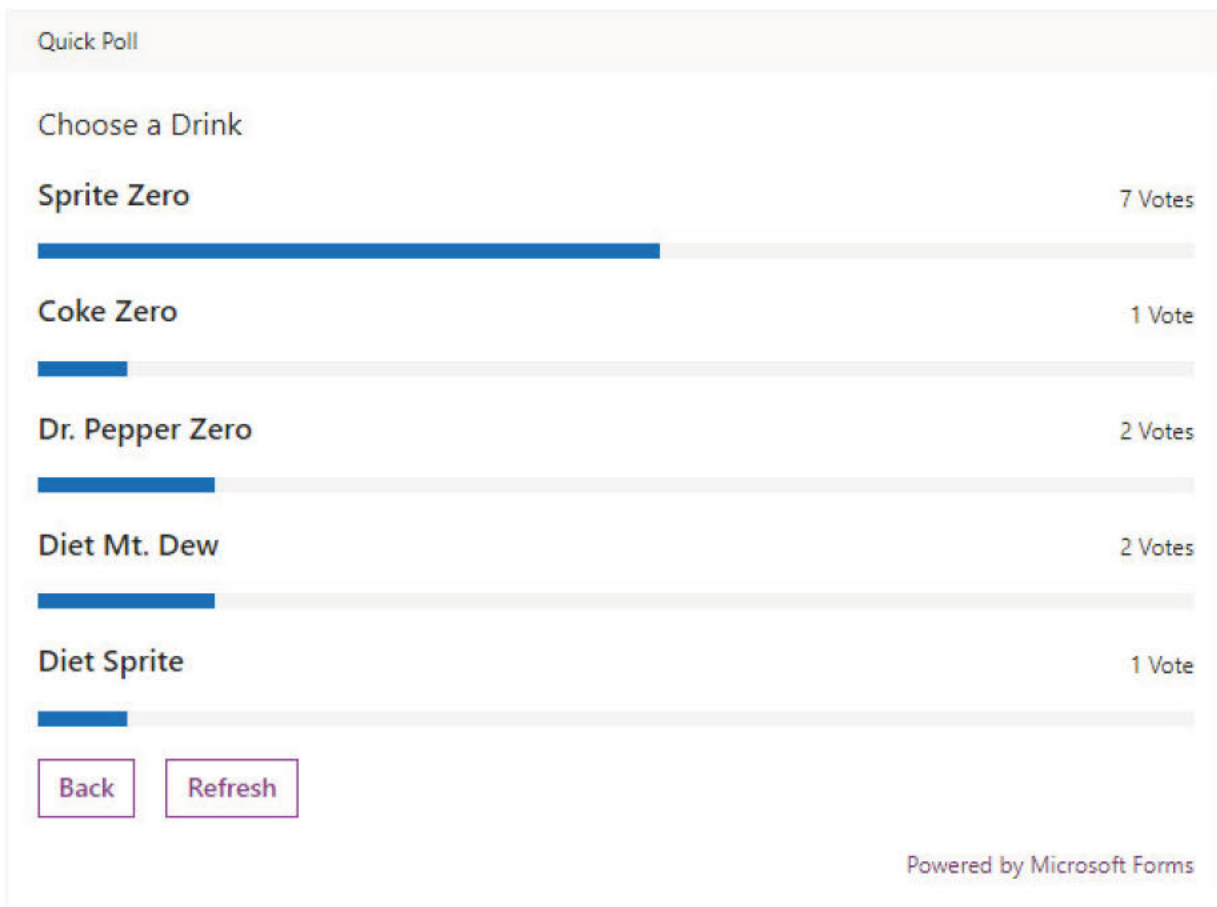
Heather Phipps <heatherp@salinecountylibrary.org>

Fri 9/23/2022 7:46 AM

To: benton@salinecountylibrary.org <benton@salinecountylibrary.org>

Looks like Sprite Zero is the winner

If I can't find it see if they have the runners up



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: HeatherP@SalineCountyLibrary.org

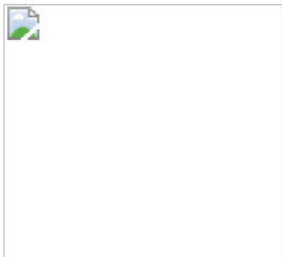
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Heather Phipps <heatherp@salinecountylibrary.org>
Sent: Thursday, September 22, 2022 10:38 AM
To: benton@salinecountylibrary.org <benton@salinecountylibrary.org>
Cc: Heather Phipps <heatherp@salinecountylibrary.org>
Subject: Sugar Free Soda

Choose a Drink ([View/vote in browser](#))
Looks like Sugar Free Soda is the winner!

I've listed a few options, vote for your favorite and I will try to make it happen



Heather Phipps, PHR
Human Resources Manager

Phone [\(501\) 778 4766 xt 1093](tel:(501)778-4766-xt-1093)
Email HeatherP@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Branch Youth Services Programmer

Heather Phipps <heatherp@salinecountylibrary.org>

Tue 9/20/2022 4:30 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Please see corrections

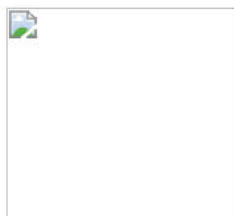


Branch Youth Services Programmer - Teens

The Youth Services Programmer - Teen is responsible for all aspects of special and recurring teen's programs, outreach, assisting patrons, and providing reader's advisory.

Qualifications

sclibrary.bamboohr.com



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1093

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



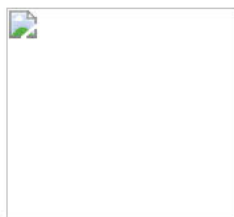
From: Heather Phipps <heatherp@salinecountylibrary.org>

Sent: Tuesday, September 20, 2022 4:24 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Re: Branch Youth Services Programmer

Making some edits to reflect Bryant and not Benton. I will re-post shortly



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1093

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Heather Phipps <heatherp@salinecountylibrary.org>

Sent: Tuesday, September 20, 2022 3:55 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Branch Youth Services Programmer

We have decided to close the Branch Youth Services Librarian position and open it as a Branch Youth Services Programmer. If you are interested in applying, please carefully read over the job description and speak to your supervisor. You must use an updated resume to apply on Bamboo. We are posting both internal and external.

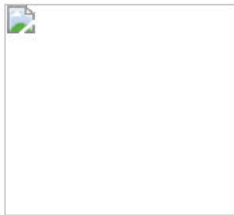
<https://sclibrary.bamboohr.com/jobs/view.php?id=81>



Branch - Youth Services Programmer

The Youth Services Programmer is responsible for all aspects of special and recurring children's programs, outreach, assisting patrons, and providing reader's advisory. Qualifications

sclibrary.bamboohr.com



Heather Phipps, PHR Human Resources Manager

Phone: [501\) 778-4766 xt 1093](tel:5017784766)
Email: HeatherP@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



File cabinet up for grabs

Bella Cusimano <bellac@salinecountylibrary.org>

Tue 9/6/2022 8:05 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>


 1 attachments (3 MB)

Image jpeg

If anyone wants it. First come first serve

Fw: MASS FLU CLINIC Free to the public

Leigh Espey <leighe@salinecountylibrary.org>

Wed 9/28/2022 3:55 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

1 attachments (194 KB)

Flu Clinic docx

Hello!

Here is information about the free mass flu clinic offered by the Health Department. It will be this Friday, September 30th.



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1002

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Saline County Mass Flu clinic. Please pass the word to everyone about our Mass Flu Clinic coming up this Friday. Free flu Shots....

Thank you,

Karen Mays

LHU Administrator

Saline County Health Unit

1612 Edison Ave.

Benton, AR. 72015

PH: (501) 303-5650 FAX: (501) 303-5602





For information on the flu and other initiatives, go to
www.healthy.arkansas.gov
Also follow us on Facebook and Twitter



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This email was sent from outside the organization.

Street Clean Up

Leigh Espey <leighe@salinecountylibrary.org>

Tue 9/27/2022 1:09 PM

To: benton@salinecountylibrary.org <benton@salinecountylibrary.org>

Hello!

Just a reminder that we will be doing a street clean-up for Smithers tomorrow at 8:00 AM. The weather should be perfect!!!



Leigh Espey
Library Manager

Phone: [\(501\) 778 4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Missing Muffin

Patty Hector <pattyh@salinecountylibrary.org>

Tue 9/27/2022 11:09 AM

To: Alan Robinette AlanR@salinecountylibrary.org ;Amanda Garrison <AmandaG@salinecountylibrary.org>;Ashlyn Wilcox <ashlynw@salinecountylibrary.org>;Belinda Floyd <belindaf@salinecountylibrary.org>;Bella Cusimano <bellac@salinecountylibrary.org>;Billy Osborne, Jr. <billyjack@salinecountylibrary.org>;Brittany Carter <brittanyc@salinecountylibrary.org>;Brittton Luker BritttonL@salinecountylibrary.org ;Chelsea Simon chelseas@salinecountylibrary.org ;Cheyenne Guffy <CheyenneG@salinecountylibrary.org>;Dana Bloch <danab@salinecountylibrary.org>;Danyelle Childers <danyellec@salinecountylibrary.org>;E'Yanne Whitaker <E'yanneW@salinecountylibrary.org>;Felix Soto Toro <felixt@salinecountylibrary.org>;Francesca Castro <francescac@salinecountylibrary.org>;Grant McKee grantm@salinecountylibrary.org ;Haley Johnson HaleyJ@salinecountylibrary.org ;Heather Phipps <heatherp@salinecountylibrary.org>;Joel Beck <JoelB@salinecountylibrary.org>;Jordan Sandlin <jordans@salinecountylibrary.org>

I left an oatmeal muffin in the toaster oven this morning. Has anyone seen it? It's not in the trash.



Patricia Hector

Library Director

Phone: [\(501\) 778-4766 ext 1001](tel:(501)778-4766)

Email: pattyh@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



[About Me](#)

Re: Monitor issues

Francesca Castro <francescac@salinecountylibrary.org>

Tue 9/27/2022 8:05 AM

To: Rob Walton Robw@salinecountylibrary.org

thank you!

From: Rob Walton Robw@salinecountylibrary.org

Sent: Tuesday, September 27, 2022 8 04 AM

To: Francesca Castro francescac@salinecountylibrary.org

Cc: Building Operations support@salinecountylibrary.org

Subject: Re Monitor issues

I ll be over in just a few minutes.

Sent from my iPhone

On Sep 27, 2022, at 08:03, Francesca Castro <francescac@salinecountylibrary.org> wrote:

Good Morning, one of my monitors will not turn on this morning.
Thanks,



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Courtesy heads up

Kari Lapp <karil@salinecountylibrary.org>

Sun 9/25/2022 1:00 PM

To: Susie Sward SusieS@salinecountylibrary.org ; Alan Robinette AlanR@salinecountylibrary.org ; Bella Cusimano <bellac@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Woot woot!!! Thanks for the heads up :)



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766](tel:(501)7784766) t 1350Email KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)**From:** Susie Sward SusieS@salinecountylibrary.org**Sent:** Sunday, September 25, 2022 12:59:43 PM

To: Kari Lapp karil@salinecountylibrary.org ; Alan Robinette AlanR@salinecountylibrary.org ; Bella Cusimano bellac@salinecountylibrary.org ; Mason Newberry masonn@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Courtesy heads up

My Peeps,

A courtesy heads up in case you haven't eyeballed our shared schedule spreadsheet (say THAT 3 times fast!), I am off tomorrow as an off set for all the fabulousness we have going on this week! Can I get a woot up in here? WOOT WOOT! See y'all on Tuesday



Susie Sward

Adult Programmer

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1302Email: SusieS@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)

[Redacted]

Haley Johnson <HaleyJ@salinecountylibrary.org>

Fri 9/23/2022 9:54 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

[Redacted]

[Redacted]

Re: Pocket Librarian for kids forms

Julie Syler <julies@salinecountylibrary.org>

Mon 10/3/2022 11:53 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

They should be going to the group SCL children's email. Thank you!

Julie Syler

Systems Administrator

Saline County Library

From: Kari Lapp <karil@salinecountylibrary.org>**Sent:** Monday, October 3, 2022 11:52:00 AM**To:** Julie Syler <julies@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Subject:** Re: Pocket Librarian for kids forms

I have updated these. Please make sure the notifications for the Wufoo forms have been set up to the correct emails.

Thank you,

**Kari Lapp****Community Engagement Manager**Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)[About Me](#)

From: Julie Syler <julies@salinecountylibrary.org>**Sent:** Monday, October 3, 2022 10:39 AM**To:** Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Subject:** Pocket Librarian for kids forms

Hello!

I completely forgot that both of the kids Pocket Librarian forms were still on Google, so I remade them on Wufoo. Could you please change the links to these new forms?

Julie Syler

Systems Administrator

Saline County Library

From: Julie Syler <julies@salinecountylibrary.org>**Sent:** Monday, October 3, 2022 7:20:14 AM

To: Wendy Christy <wendyc@salinecountylibrary.org>

Subject: Re: Three Things

3. Take a look at these two new forms and tell me what you think!

Grades 5-12: <https://salinecountylibrary.wufoo.com/forms/q9i9w1c1t1hf35/>

Ages 0-8: <https://salinecountylibrary.wufoo.com/forms/q1hclzpv1tcf84i/>

(These will be pulled into the website, just like https://www.salinecountylibrary.org/young_adult_adult_form/.)

Julie Syler
Systems Administrator
Saline County Library

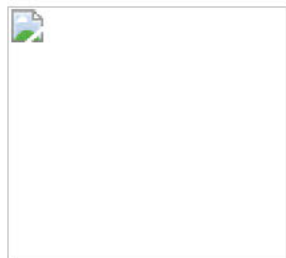
From: Wendy Christy <wendyc@salinecountylibrary.org>

Sent: Friday, September 30, 2022 10:37 AM

To: Julie Syler <julies@salinecountylibrary.org>

Subject: Three Things

1. Congratulations on 15 years! How have we been here this long??
2. Can you take the book bundles out of the catalog or is that a Lyndsey thing? We had all forgotten about them & then someone put one on hold today.
3. Were you ever able to convert our pocket librarian form from a Google form to Wufoo?



Wendy Christy
Youth Services Manager

Phone [\(501\) 778 4766 xt 1373](tel:(501)7784766xt1373)

Email wendyc@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Managers' Meeting Notes 9/27

Yajaira Tapia <YajairaT@salinecountylibrary.org>

Sat 10/1/2022 9:28 AM

To: Leigh Espey leighe@salinecountylibrary.org ;allstaff@salinecountylibrary.org
<allstaff@salinecountylibrary.org>

I want to give credit where credit is due. I haven't translated anything (yet). Felix and his wife did. Thank you, Felix!



Yajaira Tapia

Library Assistant

Phone: [\(501\) 778-4766](tel:(501)778-4766)Email: yajairat@salinecountylibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](#)

About Me

From: Leigh Espey leighe@salinecountylibrary.org
Sent: Thursday, September 29, 2022 10 25 AM**To:** allstaff@salinecountylibrary.org allstaff@salinecountylibrary.org**Subject:** Managers' Meeting Notes 9/27

Hello!

Here are the notes from the Managers' Meeting this week. Please, let me or your supervisor know if you have any questions.

- Be aware that there may be people coming in looking for children's books to challenge

Rob:

- IT: Lockers in Benton still not connecting to admin portal via WiFi; looking into other options for connection
- LPT1: plan to practice with the coin op machine on Friday morning before we open to see if it works properly.
- Working on Google set-up

Kari

- Awards are Thursday!!!
- Printed surveys for the Digital Literacy Grant will be sent to local schools to pass out to ESOL classes
 - a Facebook post went out this week with the digital version

- a basic interest form is also available for those who are interested in computer classes and want to be contacted when we set dates and times
- big THANK YOU to Felix and Yajaira for translating the survey into Spanish!
- Alan is working on the Arkification project which is moving books out of the Arkansas collection into the circulating collection if they do not meet the requirements of the Arkansas reference collection. The first phase is moving books written by Arkansas authors that do not have a significance to Saline County
 - he is pulling items one cart at a time, and Lyndsey is changing them in the catalog. If you cannot find an item, it may be in cataloging

Brad

- We now have one Office Depot credit card to use for any Office Depot purchases

Rebecca

- interviewing for shelver position

Heather

- Halloween decoration contest in October
 - Each department can choose their own theme and decorate their departments
- October 10th Staff Development day
 - will have a few all-staff trainings the first half of the day, and then the second half of the day can be dedicated to organizing and cleaning departments
 - will have some fun staff games to play!!!

Wendy

- YS visited Garland County YS department on Wednesday
- Wendy has a meeting at the State Library tomorrow for youth services and planning the Ferndale workshop

Julie

- working on Portfolio and BiblioCommons

Stacy

- Taylor has started genrefying the nonfiction DVDs!



Leigh Espey
Library Manager

Phone [\(501\) 778 4766 xt 1002](tel:(501)778-4766-xt1002)

Email LeighE@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



[About Me](#)

Youth Services Programs

Dana Bloch <danab@salinecountylibrary.org>

Thu 10/13/2022 6:05 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Hello, all! Here is a rundown of the upcoming (extra) Youth Services programs

October 29th- **Trunk or Treat** at the Bryant branch. We will have a storytime and trunk or treat at 10:30. Anyone who would like to come set up a trunk with us is welcome, we would love the extra trunks. Just check to see if you will be able to adjust your schedule for it These are always a lot of fun!

November 16th- During homeschool hour there will be an **internet safety class** for adults/parents. It will take place in the meeting room.

December 6th- **Pictures with Santa**, from 5:00-6:30 in Benton. We'll have a passive craft, hot chocolate and Santa!

December 8th **Pictures with Santa**, from 5 00 6 30 in Bryant

December 8th- **Winter Storytime** at the Farmer's Market at 4:00

December 19th **Gingerbread Storytime** in Bryant at 10 30

December 31st- **Nooneyears Eve Party**, details to be announced.

Most regular programs will end at the end of November Let us know if you have any questions!



Dana Bloch
Youth Services Programmer

Phone [\(501\) 778 4766 xt 1388](tel:(501)778-4766-xt1388)

Email

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Reply

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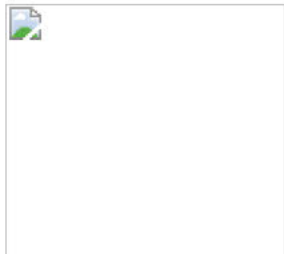
EOM Picture

Wendy Christy <wendyc@salinecountylibrary.org>

Wed 10/12/2022 8:42 AM

To: Francesca Castro francescac@salinecountylibrary.org

Where did you save Jordan's employee of the month picture? I need to get her in the frame.



Wendy Christy
Youth Services Manager

Phone: [\(501\) 778-4766 xt 1373](tel:(501)778-4766)

Email: wendyc@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



business cards and nametags

Kari Lapp <karil@salinecountylibrary.org>

Tue 10/11/2022 3:26 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Putting in an order. Who needs business cards and nametags? So far I have:

Business Cards-
Julie Joiner

Name Tags-
Julie S
Holley
Julie J
Anna
Hannah
Rachel



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

P: Drive

Rob Walton <Robw@salinecountylibrary.org>

Tue 10/11/2022 10:41 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

All, the P drive is not behaving correctly, so I am going to reboot the server at 11 00 this morning. If you happen to have access to the P: drive and are working with any documents located on that drive, please save your work prior to 11:00am today. Let me know if you have any questions or concerns.



Rob Walton (*He/Him/His*)

Building Operations Manager

Office: [\(501\) 778-4766](tel:(501)778-4766) xt 1561

Mobile: [\(757\) 749-9559](tel:(757)749-9559)

Email: robw@salinecountylibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Re: Canceling Crafternoon

Kari Lapp <karil@salinecountylibrary.org>

Tue 10/4/2022 2:47 PM

To: Rebecca Griffin rebeccag@salinecountylibrary.org ;Francesca Castro <francescac@salinecountylibrary.org>

Yeah. I totally understand. Thanks for understanding!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Rebecca Griffin <rebeccag@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 2:45:33 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Canceling Crafternoon

If someone shows up, I definitely have crafts they can do. But, no one came yesterday either. So, I'm not holding my breath.



Becca Griffin
Branch Youth Services Librarian

Phone [\(501\) 847 2166 e t 2603](tel:(501)847-2166)

Email: RebeccaG@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 7:40 AM

To: Rebecca Griffin <rebeccag@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Canceling Crafternoon

Sorry to hear that. It is on the October calendar in the magazine so there may be people trickling in during October but cannot guarantee. Francesca, can you delete the event on Communico?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Rebecca Griffin <rebeccag@salinecountylibrary.org>

Sent: Monday, October 3, 2022 3:38:34 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Canceling Crafternoon

Hello! I would like to cancel the teen Crafternoon program on Mondays. We have not had one per on how up Sin e Tamantha heduled it, I an not delete them off the calendar. Can you help?

Thanks so much!



Becca Griffin

Branch Youth Services Librarian

Phone: [\(501\) 847-2166 ext 2603](tel:(501)847-2166)

Email: RebeccaG@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](https://www.google.com/maps/place/201+Prickett+Rd.+Bryant,+AR+72022)



Re: International Podcast Day!

Amanda Garrison <AmandaG@salinecountylibrary.org>

Mon 10/3/2022 5:59 PM

To: Heather Phipps heatherp@salinecountylibrary.org ; allstaff@salinecountylibrary.org
<allstaff@salinecountylibrary.org>

Thanks for reppin' Fictional Hangover, Heather! If anyone has any how-to-podcast questions or if you want to join in on the Would You Rather portion of an episode of FH let me know! We do an in-depth, full-of-spoilers, definitely-for-adults discussion of a different young adult or new adult book ea h week and have been doing it for four full years now This week's episode is the first of season five, which is completely bonkers to me. Check us out at fictionalhangover.com and listen on your pod ast player of hoi e! I personally re ommend skipping most episodes of season one because I had a ... lackluster ... cohost at that time. My new ohost is the best plus she's British whi h is just great

**Amanda Garrison she | her**
Public Services Manager, MLSPhone: [\(501\) 778-4766](tel:(501)778-4766) xt 1606Email: AmandaG@SalineCountyLibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](http://1800SmitherDrBentonAR72015)

From: Heather Phipps <heatherp@salinecountylibrary.org>**Sent:** Friday, September 30, 2022 7:52 AM**To:** allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>**Subject:** International Podcast Day!

Today we celebrate International Podcast Day!! If you don't know, our own Public Services Manager, Amanda Garrison co-hosts an AWESOME podcast called Fictional Hangover!! Ask her about it and check it out

I am a fan of the strange, dark, and mysterious and my current favorite podcast is Mr. Ballen! What is yours??



Heather Phipps, PHR
Human Resources Manager

Phone [\(501\) 778 4766 xt 1093](tel:(501)7784766xt1093)

Email HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Kari Lapp is inviting you to collaborate on FB Event Photos

Francesca Castro <francescac@salinecountylibrary.org>

Mon 10/3/2022 1:55 PM

To: Kari Lapp karil@salinecountylibrary.org

yay!

From: Kari Lapp karil@salinecountylibrary.org

Sent: Monday, October 3, 2022 1:54 PM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Kari Lapp is inviting you to collaborate on FB Event Photos



Kari Lapp shared a folder with you

Here are the TV images



FB Event Photos



This link only works for the direct recipient of this message

Open

Re: SCL Help

Mason Newberry <masonn@salinecountylibrary.org>

Mon 10/3/2022 1:11 PM

To: Patty Hector pattyh@salinecountylibrary.org ;Yajaira Tapia <YajairaT@salinecountylibrary.org>;allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

I get them!

**Mason Newberry**
Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Patty Hector <pattyh@salinecountylibrary.org>

Sent: Monday, October 3, 2022 1:11 PM

To: Yajaira Tapia <YajairaT@salinecountylibrary.org>; allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Re: SCL Help

Who all gets the wufoo questions? I answered one this morning about Benton's population in 2020.

From: Yajaira Tapia <YajairaT@salinecountylibrary.org>

Sent: Monday, October 3, 2022 12:33 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: SCL Help

Hi everyone,

Just FYI Leigh is not here, and I know lots of staff help respond to "SCL help" emails and that's also one of the job duties Leigh did. If you can, please help out with card renewals and ask here questions so we don't fall behind.

I'm doing as many as I can,



via [Gfycat](#)

but I am only one small, short person with part time hours.



Yajaira Tapia
Library Assistant

Phone: [\(501\) 778-4766](tel:5017784766)

Email: yajairat@salinecountylibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Shadow Program Back in Session!!

Heather Phipps <heatherp@salinecountylibrary.org>

Fri 10/28/2022 10:50 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

 1 attachments (14 KB)

Shadow Program docx

Good Morning,

We are prepared to open the shadow program back up for November! Have you admired someone's job? Have you questioned, What does that crazy HR lady do all day besides sending out emails? Or have you wondered what the big picture is and how does each department work with each other? Then wonder no more! You can now volunteer to shadow people in certain departments.

Here is how it works since it has been ages since we last had one:

1. You can select up to 2 departments or people to shadow per month. Attached is a list that you can choose from.
2. You must get permission from your supervisor since this will count as working time.
3. Email me the person/department you would like to shadow, and I will coordinate with them on what time and day you can shadow.
4. Have fun and explore the options! This could be the next step to starting a new career path and we can help you get there!

Please let me know no later than 11/4.

Thanks,



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1093

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Free Mental Health Sessions for all Arkansans

Heather Phipps <heatherp@salinecountylibrary.org>

Fri 10/28/2022 8:17 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Good Morning!

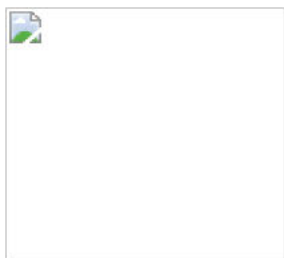
I'm sure most of you know that I attended the Arkansas SHRM (Society for Human Resources Management) this week and it was very informative and rewarding!

While I was there, we had a speaker come in from the Blue and You Foundation and she spoke about a grant that was given to UAMS for mental health support. This grant is called AR Connect Now, and it is a **FREE** program for all Arkansans no matter what age. **Health Insurance is not required to participate.**

Here is the link to view more about the grant and what it has to offer.

<https://www.faceyourfeelings.org/>

Thank you!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)

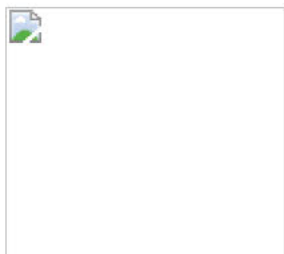


Re: Title Change

Heather Phipps <heatherp@salinecountylibrary.org>

Thu 10/27/2022 3:53 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

New change
Heather Phipps, PHR
Human Resources Manager
Phone [\(501\) 778 4766 xt 1093](tel:(501)778-4766-xt-1093)Email HeatherP@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)**From:** Kari Lapp karil@salinecountylibrary.org**Sent:** Thursday, October 27, 2022 3 52 PM**To:** Heather Phipps heatherp@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org**Subject:** Re Title Change

Yes. Is this a new change or has it been incorrect?


Kari Lapp
Community Engagement Manager
Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766-xt-1350)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)**From:** Heather Phipps <heatherp@salinecountylibrary.org>**Sent:** Thursday, October 27, 2022 3:48 PM**To:** Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>**Subject:** Title Change

Can you change Becca Griffins Title to

Branch Youth Services Programmer: Children

Website

New Name Tag

New Business Cards

Thanks!!



Heather Phipps, PHR
Human Resources Manager

Phone [\(501\) 778 4766 xt 1093](tel:(501)7784766xt1093)

Email HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Librarian Titles Moving Forward

Heather Phipps <heatherp@salinecountylibrary.org>

Thu 10/27/2022 3:40 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Good Afternoon,

Patty and I have discussed keeping consistency with job titles. Moving forward, Librarian positions must have an MLS before they can have that title. This goes for every department. I know this is not something that has been practiced in the past, but things change and who doesn't like a little change now and then.

If someone would like to apply to become a librarian, we can provide them with resources they need to help them with where they can enroll in school and how to apply for the reimbursement through the state after 12 hours.

If you have any questions or concerns please feel free to contact me

Thanks,



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: the trunk or treat

Francesca Castro <francescac@salinecountylibrary.org>

Thu 10/27/2022 2:30 PM

To: Dana Bloch danab@salinecountylibrary.org

yes

From: Dana Bloch danab@salinecountylibrary.org

Sent: Thursday, October 27, 2022 2 05 PM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: the trunk or treat

Hi, Fran! Could you make a facebook post saying that the trunk or treat will still be ON, just held inside, in case of rain?



Dana Bloch
Youth Services Programmer

Phone: [\(501\) 778-4766 xt 1388](tel:(501)778-4766)

Email:

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Reply

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Do People Who Fill Out "Request for Reconsideration" Forms Have a Right to Privacy?

Leigh Espey <leighe@salinecountylibrary.org>

Thu 10/27/2022 10:01 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

This is an interesting read.

<https://www.oif.ala.org/oif/do-people-who-fill-out-request-for-reconsideration-forms-have-a-right-to-privacy/>



Do People Who Fill Out "Request for Reconsideration" Forms Have a Right to Privacy? Intellectual Freedom Blog oif.ala.org

Public records requests are a way for journalists and other interested parties to find out information about request for reconsideration forms that have been submitted to libraries and gain insight into book challenges that are happening at libraries near them. A legal debate in

www.oif.ala.org



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1002

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)




CED Oct Meeting Notes

Kari Lapp <karil@salinecountylibrary.org>

Wed 10/26/2022 4:32 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

 1 attachments (67 KB)

Attendance Request (2) pdf

- Bella is reaching out to local high school to see if they can build more bookshelves for the upcoming semester
- We will host a Sweater Drive to support Safe Haven and the Warm Winter Window
- Trying to think of way to have a Pantry Drive since Food for Fine isn't a thing anymore
Suggestion is to have a drawing for a large item and every item from the list gets you entered into the drawing
- Ma on has 16 homebound patrons now (Going up every month!) Deliveries are still not getting much traction Looking into who is getting the Book by Mail request and if we have gotten any of those
- Upcoming Community Outreach event
 - Benton Christmas Parade
 - Bryant COC Block Party
 - Smalltown Christmas at the Farmer Market (We will be having Holiday Karaoke on the 16th and Wreathmaking on the 17th YS will be doing a torytime as well)
- Patron Taught Class Form this can be used when a patron requests to teach a class Just have them fill out the form and give it to Leigh She will get the form to the appropriate staff member who will contact the patron Kari is finishing up some corrections to this form but it will be on the website under About Stay Connected Patron Taught Class Request (unless you guys think of another name)
- Event/Outreach Attendance Request Form If an organization or patron wants to attend an event, please have them fill out the Outreach Attendance Request Form This form is attached but can also be found on the website under About Stay Connected [Event/Outreach Attendance Request](#) These all go to Bella and she handles getting them to the correct department to contact the patron
- Displays for November
 - Table 1 will be "No Shave November" Nov 1-12 and then Puzzle and Game Nov 14-Dec
 - Table 2 will be "Throne Room Reads" Nov 1st-12th and "What we are grateful for" Nov 14-Dec
 - Table 3 will be "Cookbooks" Nov. 1st-19th and Winter Reading 21st-Jan 31st
 - Upper Common ???/Cave of Wonder will be a ticker monitor and then the sweater drive In December this area will be the wrapping station except for during the Holiday Open House Then it will have live music and the wrapping station will be in the meeting room
- Please remember to update the [Strategic Plan Goal Review](#)
- November programs are on Communico
- Digital Literacy Grant "Tech Connect" Classes will have 6 classes in November 4 at Benton branch and 2 in Hot Spring Village
- Fall Photo Minis will be in Bryant on Nov. 12th and Sarah Beth is our photographer Must register to participate Registrant will be given a time slot Event on calendar
- Internet Safety will be on Nov. 16th in Benton during Homeschool Hour but for adults. Also on Nov 17th at 6PM in Benton. Arkansas Internet Crimes Against Children Task Force will be presenting. Bella will be library contact.
- Kari and Francesca will be at LMCC Nov. 1-4th.

Thank you,



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



No Shave November/Mustache Day

Susie Sward <SusieS@salinecountylibrary.org>

Wed 10/26/2022 3:20 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Greetings, library peeps!

We are celebrating No Shave November with a toiletries (travel size) drive for our community pantrie and a di play full of fa ial hair Tue day, November 1, 2022, i Mustache Day! I have a variety of fake mustaches in a wide range of colors and styles for staff members who are brave enough to sport a fake 'stache! Stop by my office to grab your elf a mu ta he

Bryant folks: I have put some 'staches in delivery for you!



Susie Sward
Adult Programmer

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1302

Email SusieS@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Good Morning Ladies!

Kari Lapp <karil@salinecountylibrary.org>

Wed 10/26/2022 10:21 AM

To: Nathan Byrd nathan.byrd@magna4.net ;Brittany Loyd brittany.loyd@magna4.net ;Francesca Castro <francescac@salinecountylibrary.org>

Thank you! I see that response now. I will try to adjust that on our Canva template for next month. Brittany, please send me an invoice so I can get a check made.

Thank you both for all the help!

**Kari Lapp****Community Engagement Manager**

Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766-xt1350)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Nathan Byrd nathan.byrd@magna4.net

Sent: Wednesday, October 26, 2022 9:10 AM

To: Kari Lapp karil@salinecountylibrary.org ; Brittany Loyd brittany.loyd@magna4.net ; Francesca Castro francescac@salinecountylibrary.org

Subject: RE: Good Morning Ladies!

Good Morning Kari,

I responded to the matter on Friday, but I did not see any glaring issues with the art provided. The only potential issue is the text runs a little close to the edges of the paper, but we could probably fix that pretty easily if it turned out we needed to.

Thanks,
Nathan

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 9:02 AM

To: Brittany Loyd <brittany.loyd@magna4.net>; Francesca Castro <francescac@salinecountylibrary.org>

Cc: Nathan Byrd <nathan.byrd@magna4.net>

Subject: Re: Good Morning Ladies!

Any word on this? I am unsure what you mean by fix the art files. We are super limited on what we can do right now.



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778 4766](tel:(501)778-4766) t 1350

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Brittany Loyd <brittany.loyd@magna4.net>
Sent: Friday, October 21, 2022 3:18 PM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Cc: Nathan Byrd <nathan.byrd@magna4.net>
Subject: Re: Good Morning Ladies!

Heyyyyyy!!!

Nathan, is this file something Courtney can work with or will she need to fix the art files?

Get [Outlook for iOS](#)

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Friday, October 21, 2022 1:16:24 PM
To: Brittany Loyd <brittany.loyd@magna4.net>; Francesca Castro <francescac@salinecountylibrary.org>
Cc: Nathan Byrd <nathan.byrd@magna4.net>
Subject: Re: Good Morning Ladies!

Hello! This month we are a little late on getting the magazine in. Adobe has crashed. A computer has crashed. And we had a conference. So, we had to think outside the box and create our whole magazine in Canva. I have attached the PDF. I know canva does limit on the export options and all that. Will you guys please look over the file and document to let me know if this will work? I cannot access anything from our old templates.

Thank you,



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1350

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Brittany Loyd <brittany.loyd@magna4.net>
Sent: Monday, September 19, 2022 9:50 AM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Cc: Nathan Byrd <nathan.byrd@magna4.net>
Subject: RE: Good Morning Ladies!

Please let me know if you approve the quote!

Once approved, we will open it up for a job!

I have CC'd my CSR, Nathan Byrd, who will be sending you art proof, invoice and following this job through the plant during production!

THANK YOU,
Brittany

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Thursday, September 15, 2022 4:39 PM
To: Brittany Loyd <brittany.loyd@magna4.net>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Good Morning Ladies!

Brittany,

Jordan is no longer with the library. Francesca is our new Marketing Coordinator. I wanted to let you know that I have uploaded our October magazine to the webserver. (And attached.) Will you please send me the invoice/quote for 250 copies? And I would like to proceed with printing with our usual specifics.

Thank you,



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Brittany Loyd <brittany.loyd@magna4.net>
Sent: Monday, March 22, 2021 10 36 AM
To: Jordan Reynolds <jordanr@salinecountylibrary.org>
Cc: Kari Beesley karib@salinecountylibrary.org
Subject: Good Morning Ladies!

Hey Ladies!!!

I hope yall have been great and staying busy!

I just wanted to follow up and see if yall would be looking at printing the magazine this month?
 I have attached the Exp Magazines that I sent to you at the beginning of the month!

Quotation 37486 (12 page quote for the Exp Magazine)
 Quotation 37486-1 (8 page quote for the Exp. Magazine)

I look forward to hearing from yall!

Thank you,
 Brittany



Brittany Loyd
Account Executive

501.210.2568 Direct
501.303.8224 Mobile

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- This email was sent from outside the organization.**
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Fw: Friends of the Saline County Library

Brad Crumby <bradc@salinecountylibrary.org>

Wed 10/26/2022 7:08 AM

To: Francesca Castro francescac@salinecountylibrary.org

Whenever you have an open spot on Facebook. Thanks!

**Brad Crumby**
Financial CoordinatorPhone: [\(501\)778-4766 xt 1081](tel:(501)778-4766)Email: BradC@SalineCountyLibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](#)**From:** [REDACTED]**Sent:** Tuesday, October 25, 2022 6:48 PM**To:** Brad Crumby <bradc@salinecountylibrary.org>**Subject:** Friends of the Saline County Library

Brad,
Would you please get this posted for me?
Thank you!
Phyllis

The Friends of the Saline County Library Board Members participated in the CASA of Saline County Annual Chili Cookoff on October 25. Board Members participating are as follow: (left to right) Margaret Regnier, Phyllis Tucker, Dianna McCullough, Kathy Lewallen, Carolyn, Clements, and Leslie Clements. Board Member Sandra Porter made the chili but was not able to attend. A total of 23 businesses and organizations participated in the Cookoff. The Friends did not win the Cookoff, but gave books to children and they enjoyed getting them. Proceeds from the Cookoff go to support the foster children in Saline County.



This email was sent from outside the organization.

Re: Trail of Treats

Bella Cusimano <bellac@salinecountylibrary.org>

Tue 10/25/2022 3:07 PM

To: Francesca Castro francescac@salinecountylibrary.org

The event will be moved to inside if it's raining.



Bella Cusimano
Outreach Coordinator

Phone [\(501\) 778 4766 xt 1304](tel:(501)7784766xt1304)

Email bellac@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Tuesday, October 25, 2022 10 49 AM

To: Bella Cusimano bellac@salinecountylibrary.org

Subject: Re Trail of Treats

ok Thanks!

From: Bella Cusimano bellac@salinecountylibrary.org

Sent: Tuesday, October 25, 2022 9 58 AM

To: Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Re Trail of Treats

I have a ked about a rain plan for thi Saturday event



Bella Cusimano
Outreach Coordinator

Phone [\(501\) 778 4766 xt 1304](tel:(501)7784766xt1304)

Email bellac@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Kari Lapp karil@salinecountylibrary.org

Sent: Monday, October 3, 2022 10 35 AM

To: Bella Cusimano bellac@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Re Trail of Treats

That is fine with me.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Bella Cusimano <bellac@salinecountylibrary.org>
Sent: Monday, October 3, 2022 10:19 AM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Trail of Treats

According to the vendor registration application, this year's event will not be a trunk or treat with actual car trunks. It is a 10 x 10 booth set up with table and tent. Are you both still good to do this event before I submit the application?

Date : Saturday 10/29
 Set up time : 1 pm - event 2p-5p
 Location River Center Benton outside
 will be canceled if there is bad weather



Bella Cusimano
Outreach Coordinator

Phone: [\(501\) 778-4766 xt 1304](tel:(501)778-4766)
 Email: bellac@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



Monsters inc banner

Bella Cusimano <bellac@salinecountylibrary.org>

Fri 10/21/2022 3:21 PM

To: Francesca Castro francescac@salinecountylibrary.org

📎 1 attachments (3 KB)

banner.png

print 24" height by 72" width



Bella Cusimano
Outreach Coordinator

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1304

Email: bellac@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Poster print

Susie Sward <SusieS@salinecountylibrary.org>

Thu 10/20/2022 4:07 PM

To: Francesca Castro francescac@salinecountylibrary.org ;Kari Lapp karil@salinecountylibrary.org

📎 1 attachments (371 KB)

Word count board pub

Francesca (or Kari),

Could you print out the attached poster for me? I need it for my program tonight.

Thanks!



Susie Sward
Adult Programmer

Phone: [\(501\) 778 4766](tel:(501)778-4766) t 1302

Email: SusieS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



[About Me](#)

CASA interview

Alan Robinette <AlanR@salinecountylibrary.org>

Thu 10/20/2022 2:09 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Hi all,

My interview with Friends of the Library volunteer and CASA superstar Phyllis Tucker didn't go out live due to operator error. I was the operator. Thankfully, Kari has salvaged it and will schedule it for rebroadcast tomorrow (Friday) at 6.

Next Tuesday, CASA will have their annual chili cook off with a silent auction, drinks, desserts, and twenty different types of chili. It's a lunchtime thing, from 11 - 1, and we all gotta eat. For \$10, you can get your fill and support services for foster children right here in Saline County. I'll be there, hope I see you there too

Here's the flyer. Thanks!



Alan Robinette

Community Librarian, MLIS

Phone [\(501\) 778 4766 xt 1201](tel:(501)778-4766-xt1201)

Email AlanR@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Fw: FOL post

Brad Crumby <bradc@salinecountylibrary.org>

Thu 10/20/2022 7:53 AM

To: Francesca Castro francescac@salinecountylibrary.org

📎 2 attachments (3 MB)

IMG_8603.jpg IMG_8604.jpg

For Facebook whenever you have an empty lot



Brad Crumby
Financial Coordinator

Phone: [\(501\)778-4766](tel:(501)778-4766) xt 1081

Email: BradC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: [REDACTED] >

Sent: Thursday, October 20, 2022 7:48 AM

To: Brad Crumby <bradc@salinecountylibrary.org>

Subject: FOL post

Good morning, Brad.
Would you please post this for me?

Thank you,
Phyllis

The Used Bookstore at the Bob Herzfeld Memorial Library in Benton has an abundance of fantasy titles available. If this is your favorite reading material, come check out the selections! The Used Bookstore is open every day that the library is open.

All proceeds from the Used Bookstore go to support both branches of the Saline County Library and is managed by the Friends of the Saline County Library.

This email was sent from outside the organization.

Re: Imagination Library!!

Patty Hector <pattyh@salinecountylibrary.org>

Fri 10/14/2022 10:21 AM

To: Susie Sward <SusieS@salinecountylibrary.org>; Heather Phipps <heatherp@salinecountylibrary.org>; Alan Robinette <AlanR@salinecountylibrary.org>

Cc: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

It's really the best way to help our local Imagination Library group. Having people pledge to give them money each month lets them sign up kids knowing that they'll have the money to send them the books.

Thanks to everyone who has contributed!

Patty

From: Susie Sward <SusieS@salinecountylibrary.org>

Sent: Friday, October 14, 2022 10:01 AM

To: Heather Phipps <heatherp@salinecountylibrary.org>; Alan Robinette <AlanR@salinecountylibrary.org>

Cc: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Re: Imagination Library!!

I've signed up, too!

From: Heather Phipps <heatherp@salinecountylibrary.org>

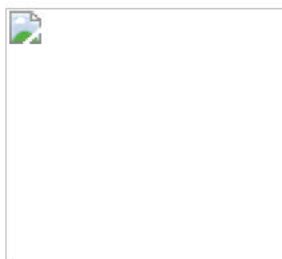
Sent: Tuesday, October 11, 2022 8:28 AM

To: Alan Robinette <AlanR@salinecountylibrary.org>

Cc: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Re: Imagination Library!!

I just signed mine!!



Heather Phipps, PHR
Human Resources Manager

Phone [\(501\) 778 4766 xt 1093](tel:(501)778-4766-xt1093)

Email HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Alan Robinette <AlanR@salinecountylibrary.org>

Sent: Monday, October 10, 2022 7:09 PM

To: Heather Phipps <heatherp@salinecountylibrary.org>

Cc: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Re: Imagination Library!!

Thank you, Heather! Y'all, we can do this. Just a couple bucks a pay period, multiplied by a number of people, can make a real difference for children right here in Saline County.

Thank you.

On Oct 10, 2022 at 2:10 PM, <[Heather Phipps](#)> wrote:

Good Afternoon,

Just a reminder that if you would like to start contributing or increase your contribution to Imagination Library send me an email and I will send you an enrollment form in Bamboo!

Here is the video that would not play!

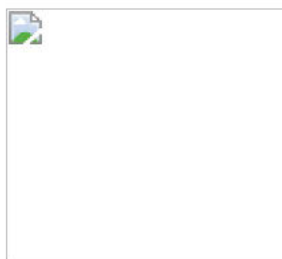
https://www.youtube.com/watch?v_BdwBUBopM9s



Dolly Parton returns to Arkansas to speak about Imagination Library

From every corner of the state, Arkansans flooded the ballroom of the governor's mansion to see the legend and Rock N' Roll Hall of Fame inductee, Dolly Parton. <https://www.thv11.com/article/news/local/dolly-parton-imagination-library-arkansas/91-b38f9b48-4793-4e3f->

www.youtube.com



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1093

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: 2023 Open Enrollment Schedule

Heather Phipps <heatherp@salinecountylibrary.org>

Fri 11/4/2022 2:24 PM

To: Alan Robinette AlanR@salinecountylibrary.org ; Amanda Garrison <AmandaG@salinecountylibrary.org>; Anna Wagnon <annaw@salinecountylibrary.org>; Ashlyn Wilcox <ashlynw@salinecountylibrary.org>; Belinda Floyd <belindaf@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Billy Osborne, Jr. <billyjack@salinecountylibrary.org>; Brad Crumby bradc@salinecountylibrary.org ; Brittany Carter brittanyc@salinecountylibrary.org ; Brittion Luker <BrittionL@salinecountylibrary.org>; Cheyenne Guffy <CheyenneG@salinecountylibrary.org>; Dana Bloch <danab@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Grant McKee <grantm@salinecountylibrary.org>; Haley Johnson <HaleyJ@salinecountylibrary.org>; Jordan Sandlin jordans@salinecountylibrary.org ; Julie Syler julies@salinecountylibrary.org ; Julieana Joiner <julieanaj@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>

I split up the times in 15 min increments from 8 - 9. I realized there were not enough time slots for all the full-time employees. Please use this sheet to sign up, I have updated the people who have already signed up.

 [Document7.docx](#)

Thanks!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Heather Phipps heatherp@salinecountylibrary.org

Sent: Friday, November 4, 2022 11 54 AM

To: Alan Robinette AlanR@salinecountylibrary.org ; Amanda Garrison AmandaG@salinecountylibrary.org ; Anna Wagnon annaw@salinecountylibrary.org ; Ashlyn Wilcox ashlynw@salinecountylibrary.org ; Belinda Floyd belindaf@salinecountylibrary.org ; Bella Cusimano bellac@salinecountylibrary.org ; Billy Osborne, Jr billyjack@salinecountylibrary.org ; Brad Crumby bradc@salinecountylibrary.org ; Brittany Carter brittanyc@salinecountylibrary.org ; Brittion Luker BrittionL@salinecountylibrary.org ; Cheyenne Guffy CheyenneG@salinecountylibrary.org ; Dana Bloch danab@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org ; Grant McKee grantm@salinecountylibrary.org ; Haley Johnson HaleyJ@salinecountylibrary.org ; Jordan Sandlin jordans@salinecountylibrary.org ; Julie Syler julies@salinecountylibrary.org ; Julieana Joiner julieanaj@salinecountylibrary.org ; Kari Lapp

<karil@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Lyndsey Ammons <lyndseya@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Rachel Wallace <rachelw@salinecountylibrary.org>; Rebecca Griffin <rebeccag@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Stacy Childress <stacyc@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Taylor Morrissey <TaylorM@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Chelsea Simon <chelseas@salinecountylibrary.org>

Cc: Heather Phipps <heatherp@salinecountylibrary.org>

Subject: Re: 2023 Open Enrollment Schedule

That also applies to if you plan to keep your elections the same.

 [Document6.docx](#)



Heather Phipps, PHR

Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Heather Phipps <heatherp@salinecountylibrary.org>

Sent: Friday, November 4, 2022 11:29 AM

To: Alan Robinette <AlanR@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Anna Wagnon <annaw@salinecountylibrary.org>; Ashlyn Wilcox <ashlynw@salinecountylibrary.org>; Belinda Floyd <belindaf@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Billy Osborne, Jr <billyjack@salinecountylibrary.org>; Brad Crumby <bradc@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>; Brittion Luker <BrittionL@salinecountylibrary.org>; Cheyenne Guffy <CheyenneG@salinecountylibrary.org>; Dana Bloch <danab@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Grant McKee <grantm@salinecountylibrary.org>; Haley Johnson <HaleyJ@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Julieana Joiner <julieanaj@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Lyndsey Ammons <lyndseya@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Rachel Wallace <rachelw@salinecountylibrary.org>; Rebecca Griffin <rebeccag@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Stacy Childress <stacyc@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Taylor Morrissey <TaylorM@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>

Subject: 2023 Open Enrollment Schedule

Please view the attached link for the schedule. Please be mindful of the earlier times before 9 AM for the staff that need to be on the front lines and the Bryant

employees.

 [Document6.docx](#)

Also, even if you are waiving everything, you still need to speak to an enroller to let them know

Thanks,



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Heather Phipps <heatherp@salinecountylibrary.org>

Sent: Friday, November 4, 2022 11:13 AM

To: Alan Robinette <AlanR@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Anna Wagnon <annaw@salinecountylibrary.org>; Ashlyn Wilcox <ashlynw@salinecountylibrary.org>; Belinda Floyd <belindaf@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Billy Osborne, Jr. <billyjack@salinecountylibrary.org>; Brad Crumby <bradc@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>; Brittion Luker <BrittionL@salinecountylibrary.org>; Cheyenne Guffy <CheyenneG@salinecountylibrary.org>; Dana Bloch <danab@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Grant McKee <grantm@salinecountylibrary.org>; Haley Johnson <HaleyJ@salinecountylibrary.org>; Heather Phipps <heatherp@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Julieana Joiner <julieanaj@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Lyndsey Ammons <lyndseya@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Rachel Wallace <rachelw@salinecountylibrary.org>; Rebecca Griffin <rebeccag@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Stacy Childress <stacyc@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Taylor Morrissey <TaylorM@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>

Subject: 2023 Open Enrollment Schedule

Good Morning,

Open enrollment for 2023 on 11/17 in the meeting room from 8 AM - 11 AM. There will be 4 enrollers here so I am hoping that will give us enough time to fit everyone in. If you are not here that day, please look at the schedule below

and let me know a good date and time and I will work with the County HR department to get you scheduled.

One change that I was told is that they are no longer offering the High Deductible plan for medical insurance.

We will have benefit booklets next week. I am working on a sign-up schedule for that day so be on the lookout for that.

Thank you,



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Audrey Villegas <audrey.villegas@salinecounty.org>

Sent: Friday, November 4, 2022 8:00 AM

To: Audrey Villegas <audrey.villegas@salinecounty.org>

Subject: 2023 Open Enrollment Schedule

Good Afternoon,

Open Enrollment for 2023 insurance will begin November 14th and each department has been designated a certain time frame to send their employees; please consult with your Chief Deputy or Elected Official on when is a good time for you to go in accordance with your office schedule. Below is the schedule and above each frame of time is the location in which we will be meeting. We will have our insurance consultants from JTS there to get you enrolled through the same easy process we had last year and they will be ready to answer any of your questions. We will have our 2023 insurance booklets next week and I will send those out as soon as I am able.

I also want to remind you that if you have a hospital indemnity, accident, critical illness, or cancer policy these have wellness benefits. If you have not filed for your wellness claim benefit yet and have been to a qualifying appointment this year they can help you get that filed or give you instructions on how to file it before the end of the year. Please take advantage of these benefits!

If you have someone that would like to attend the meeting with you please let us know ahead of time and we can find a time for you to come that works for both schedules.

If you are not able to make it during your office's assigned time or during the open session please let me know before or after and we will get you scheduled to speak to one of the JTS reps at a later date. If you have any further questions please let us know.

Thank you,
Audrey



SALINE COUNTY 2023 OPEN ENROLLMENT SCHEDULE

NOVEMBER 14 – MONDAY

VOTE HERE BUILDING

- 8:30 A.M. – 9:45 A.M. CIRCUIT CLERK, COUNTY CLERK
- 10:00 A.M. – 11:15 A.M. TREASURER, COLLECTOR
- 11:30 A.M. – 12:00 P.M. OEM/911 ADMIN
- 1 P.M. – 2:15 P.M. ASSESSOR, CORONER
- 2:30 P.M. – 3:45 P.M. P.A., DSITRICT COURT

OEM EEOC CONFERENCE ROOM

- 4:30 P.M. – 7:00 P.M. 911 – OPEN TO ANY AVAILABLE NIGHT SHIFT WORKERS

NOVEMBER 15 -TUESDAY

ROAD DEPARTMENT

- 6:30 A.M. – 8:00 A.M. – ROAD

VOTE HERE BUILDING

- 8:45 A.M. – 10:00 A.M. MAINTENANCE, JUVENILE
- 10:15 A.M. – 11:30 A.M. AIRPORT, CO JUDGE/FINANCE, IT, ATTY

SHERIFF’S OFFICE TRAINING ROOM

- 1 P.M. - 7 P.M. – SHERIFF’S OFFICE / DETENTION- OPEN TO ANY AVAILABLE NIGHT SHIFT WORKERS

NOVEMBER 16 – WEDNESDAY

VOTE HERE BUILDING

- 8:00 A.M. – 4:00 P.M. OPEN SESSION

OEM EEOC CONFERENCE ROOM

- 4:30 P.M. – 7:00 P.M. 911 - OPEN TO ANY AVAILABLE NIGHT SHIFT WORKERS

NOVEMBER 17 – THURSDAY

LIBRARY

- 8 A.M. – 11 A.M. – LIBRARY

SHERIFF’S OFFICE TRAINING ROOM

- 1 P.M. - 7 P.M. – SHERIFF’S OFFICE / DETENTION - OPEN TO ANY AVAILABLE NIGHT SHIFT WORKERS

IMPORTANT

**ALL OPEN ENROLLMENT ELECTIONS AND/OR CHANGES FOR 2023 MUST BE
TURNED IN TO THE HR OFFICE NO LATER THAN DECEMBER 2!**

--



Audrey Villegas
Human Resources / Payroll Specialist
Saline County Courthouse
200 N. Main, Room 112
Benton, AR 72015
Phone: 501-303-5701
Fax: 501-315-1338
Audrey.Villegas@salinecounty.org

This email was sent from outside the organization.

Retirement Gift!

Amanda Garrison <AmandaG@salinecountylibrary.org>

Fri 11/4/2022 1:27 PM

To: Alan Robinette AlanR@salinecountylibrary.org ;Amanda Garrison <AmandaG@salinecountylibrary.org>;Anna Wagnon <annaw@salinecountylibrary.org>;Ashleigh Brink <ashleighb@salinecountylibrary.org>;Ashlyn Wilcox <ashlynw@salinecountylibrary.org>;Bella Cusimano <bellac@salinecountylibrary.org>;Billy Osborne, Jr. <billyjack@salinecountylibrary.org>;Brad Crumby bradc@salinecountylibrary.org ;Brittany Carter brittanyc@salinecountylibrary.org ;Brittton Luker <BritttonL@salinecountylibrary.org>;Chelsea Simon <chelseas@salinecountylibrary.org>;Cheyenne Guffy <CheyenneG@salinecountylibrary.org>;Dana Bloch <danab@salinecountylibrary.org>;Danyelle Childers <danyellec@salinecountylibrary.org>;E'Yanne Whitaker <E'yanneW@salinecountylibrary.org>;Francesca Castro francescac@salinecountylibrary.org ;Grant McKee grantm@salinecountylibrary.org ;Haley Johnson <HaleyJ@salinecountylibrary.org>;Hannah Bailey <hannahb@salinecountylibrary.org>;Heather Phipps <heatherp@salinecountylibrary.org>

Hey all! I've just purchased a retirement gift for Belinda (see link below). If anyone wants to chip in to help pay for it, I'll gladly accept donations. You can give me a couple bucks in person or donate via paypal (@afgarrison). Any money I get over the total, I'll buy more treasures for her, but please don't feel like you **have** to give money

We all love Belinda so much and we're going to miss her like crazy Please do your best to keep this gift a secret from her!

I'll let you know closer to her retirement date when we're going to have a celebration! Her last day is going to be December 14

<https://www.etsy.com/listing/879642182/arkansas-state-park-map-arkansas-state-ref=cart&variation0=1597458656>



Arkansas State Park Map Arkansas State State Parks - Etsy

This Wall Decor item by WorldVibeStudio has 10 favorites from Etsy shoppers. Ships from Pittsburgh, PA. Listed on Nov 4, 2022

www.etsy.com



Amanda Garrison she | her
Public Services Manager, MLS

Phone: [\(501\) 778-4766 xt 1606](tel:(501)778-4766)

Email: AmandaG@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Fw: Research about public libraries and accessibility

Leigh Espey <leighe@salinecountylibrary.org>

Fri 11/4/2022 8:56 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

1 attachments (464 bytes)

ATT00001.txt

Please see the message below regarding a librarian looking for survey participants for her dissertation.

**Leigh Espey**
Library ManagerPhone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)Email: LeighE@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)[About Me](#)

From: [REDACTED]**Sent:** Thursday, November 3, 2022 4 47 PM**To:** [REDACTED]**Subject:** [Arklib I] Fw Research about public libraries and accessibility

Hi, everyone. Please see below for information and a request for assistance with a doctoral research project. This request originally came to Rachel and she asked me to share it with the list. This is intended for staff at public libraries.

Thanks,
Carol

CAROL COFFEY*Patron Experience and Library Analytics Coordinator***CENTRAL ARKANSAS LIBRARY SYSTEM****MAIN LIBRARY** 100 Rock Street, Little Rock, AR 72201**OFFICE** 501.918.3008 | **FAX** 501.375.7451 | **WEB** www.cals.org

The Library, Rewritten

----- Forwarded message -----

From: [REDACTED] >
Date: Mon, Oct 31, 2022 at 10:00 AM
Subject: Research about public libraries and accessibility
To: [REDACTED]

My name is [REDACTED], and I am a librarian working on a dissertation for a Doctor of Education program at Nova Southeastern University. My dissertation examines how public libraries serve individuals with disabilities.

I am reaching out to you regarding your role as President of the Arkansas Library Association to ask if you could share the information about my study with your members who work in public libraries to see if they would be willing to complete a short questionnaire. Specifically, I would like input from public library staff (librarians, library assistants, pages, etc) who plan, implement, or assist with library programs and services. This could include programs, outreach, collection development, circulation, etc. I am not looking specifically for library staff who work with individuals with disabilities or special populations regularly, though they are encouraged to respond too. I am interested in gathering information from all public library staff, regardless of how often they do (or do not) work with individuals with disabilities.

The digital flyer below contains information about the study, and here is a link to an initial questionnaire (<https://tinyurl.com/5ynhcnbe>) Additionally, the questionnaire will ask respondents if they are willing to go a step further and consent to possibly being contacted for an interview (though it is optional).

If you could share this information with public library staff affiliated with your organization, I would greatly appreciate it.

Please do not hesitate to contact me if you would like for me to take any other actions to support my request, or if I should direct my inquiry to someone else in the Arkansas Library Association

Thank you for your time and assistance.

Sincerely,

[REDACTED]

NOVA SOUTHEASTERN
UNIVERSITY**NSU**
Florida

Looking for library staff to share their experiences

Researching Library Staff's Experiences with Accessibility in Libraries



About this research

This research study aims to examine the experiences of library staff who are currently working in libraries.

Participants are asked to click on the link accompanying this post to complete a brief questionnaire. Participants will be asked if they consent to a follow-up interview. Not all respondents will be selected for an interview.

Interviews will be conducted via Zoom at a time convenient to the participant and are expected to last approximately one hour.



Who:

Public library staff who plan and/or implement library programs and services



What:

Complete a brief questionnaire (link below) and let us know if you would agree to a follow-up interview

<https://tinyurl.com/5ynhcnbe>



Where:

Interviews will be conducted online via Zoom

About the Investigator

Lisa Ferrara (she/her) is the doctoral candidate conducting this research study. She is a librarian is pursuing a Doctorate of Education at Nova Southeastern University.

Questions? Concerns?

Contact Lisa Ferrara



lferrara@mynsu.nova.edu

This email was sent from outside the organization.

Fw: Bitmoji Project

Rachel Wallace <rachelw@salinecountylibrary.org>

Thu 11/3/2022 6:08 PM

To: Julieana Joiner julieanaj@salinecountylibrary.org ; Hannah Bailey <hannahb@salinecountylibrary.org>; Holley Monk <holleym@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Hey you guys!

If you haven't already, could y'all send your bitmoji's to Francesca and Kari? If you don't have one or if you don't know how to send it there are instructions below to help guide you. If you need help, just ask Rebecca or me.

Also, make sure to get your bio's in 3rd person to them too If y'all need examples to go by feel free to take a look at the Meet the Staff page on our website. [REDACTED]

Meet the Staff - Saline County Library

Bob Herzfeld Memorial Library 1800 Smithers Dr Benton, AR 72015 Phone: (501) 778-4766 Fax: (501) 778-0536 Mabel Boswell Memorial Library 201 Prickett Rd

www.salinecountylibrary.org

Thank you!

**Rachel Wallace****Bryant Branch Assistant Manager**Phone [\(501\) 847 2166](tel:(501)8472166) t. 1118Email Rachelw@salinecountylibrary.orgAddress: [201 Prickett Rd. Bryant, AR 72022](https://www.google.com/maps/place/201+Prickett+Rd,+Bryant,+AR+72022)[About Me](#)**From:** Brittany Carter <brittanyc@salinecountylibrary.org>**Sent:** Friday, October 16, 2020 8:44 AM

To: Janine Miller <janinem@salinecountylibrary.org>; Brett Williams <brettw@salinecountylibrary.org>; Becky Fischer <beckyf@salinecountylibrary.org>; Lucy Griffin <lucyg@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Heather Harvey <heatherh@salinecountylibrary.org>; Hollie Locke <holliel@salinecountylibrary.org>; Brian Roberson <brianr@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Lyndsey Ammons <lyndseya@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Jennifer Watson <watsonj@salinecountylibrary.org>; Mason Newberry

<masonn@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Rebecca Griffin <rebeccag@salinecountylibrary.org>; Jessica Hodges <jessicah@salinecountylibrary.org>; Anna Wagnon <annaw@salinecountylibrary.org>; Rachel Wallace <rachelw@salinecountylibrary.org>

Cc: Jordan Reynolds <jordanr@salinecountylibrary.org>; Kari Beesley <karib@salinecountylibrary.org>

Subject: Bitmoji Project

Hello everyone,

Marketing is working on a staff page for the website and have had the fun idea to use everyone's bitmojis to show off your great personalities! You guys all sent in a Bitmoji scene a little while back but it turns out that we need a picture of just your Bitmoji. Down below are instruction for creating your Bitmoji and selecting and sending a pose. If you would like help, just send me an email and I will get back to you.

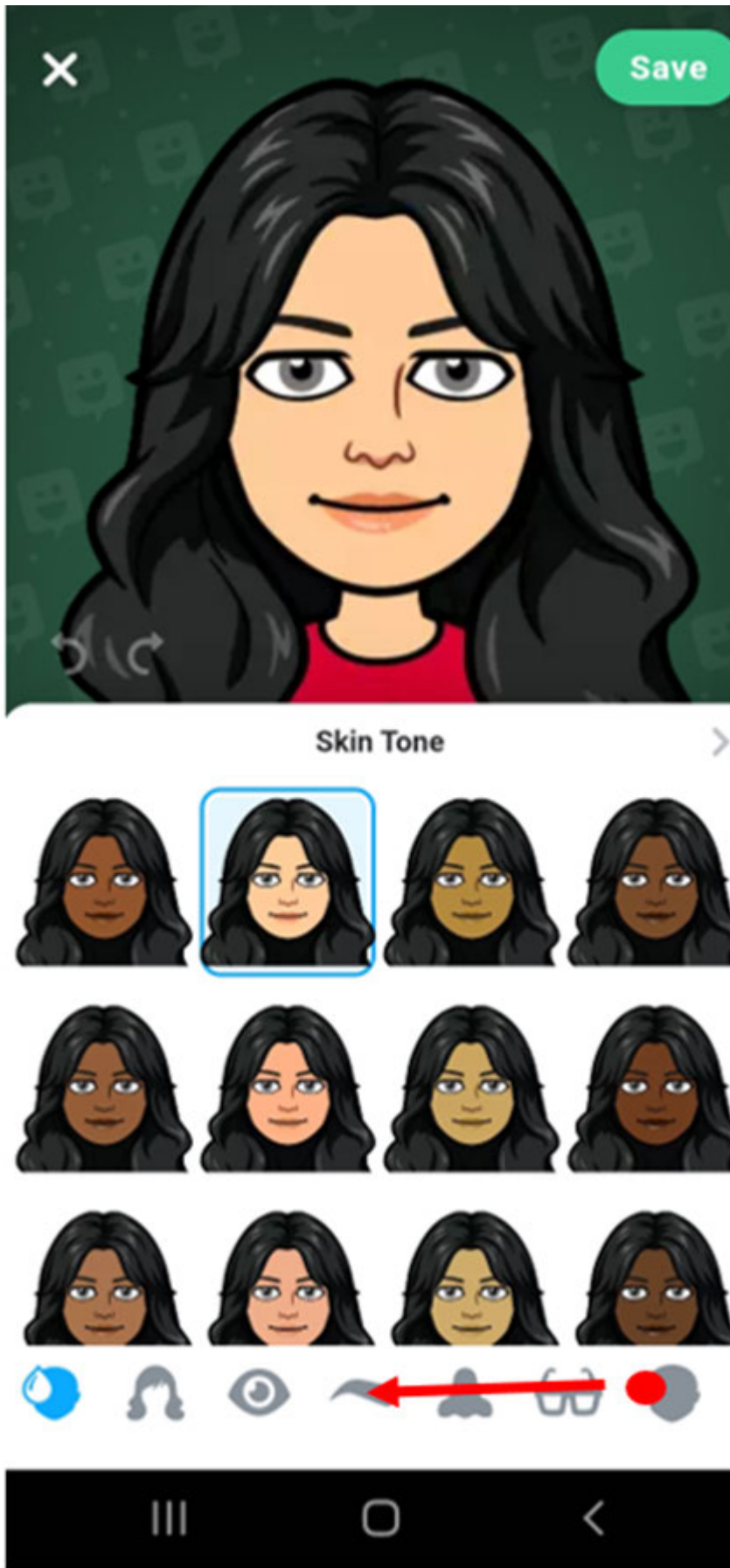
I have downloaded the Bitmoji App to the Benton and Bryant circulation desk tablets and the ask here desk ipad. If you want to keep your bitmoji after you create it, you must make you own Bitmoji App account. If you do not care to save your bitmoji then you can use the account signed in on one of the tablets. Marketing would appreciate having everyone's bitmojis in by the end of October. Thank you guys!

How to create a bitmoji:

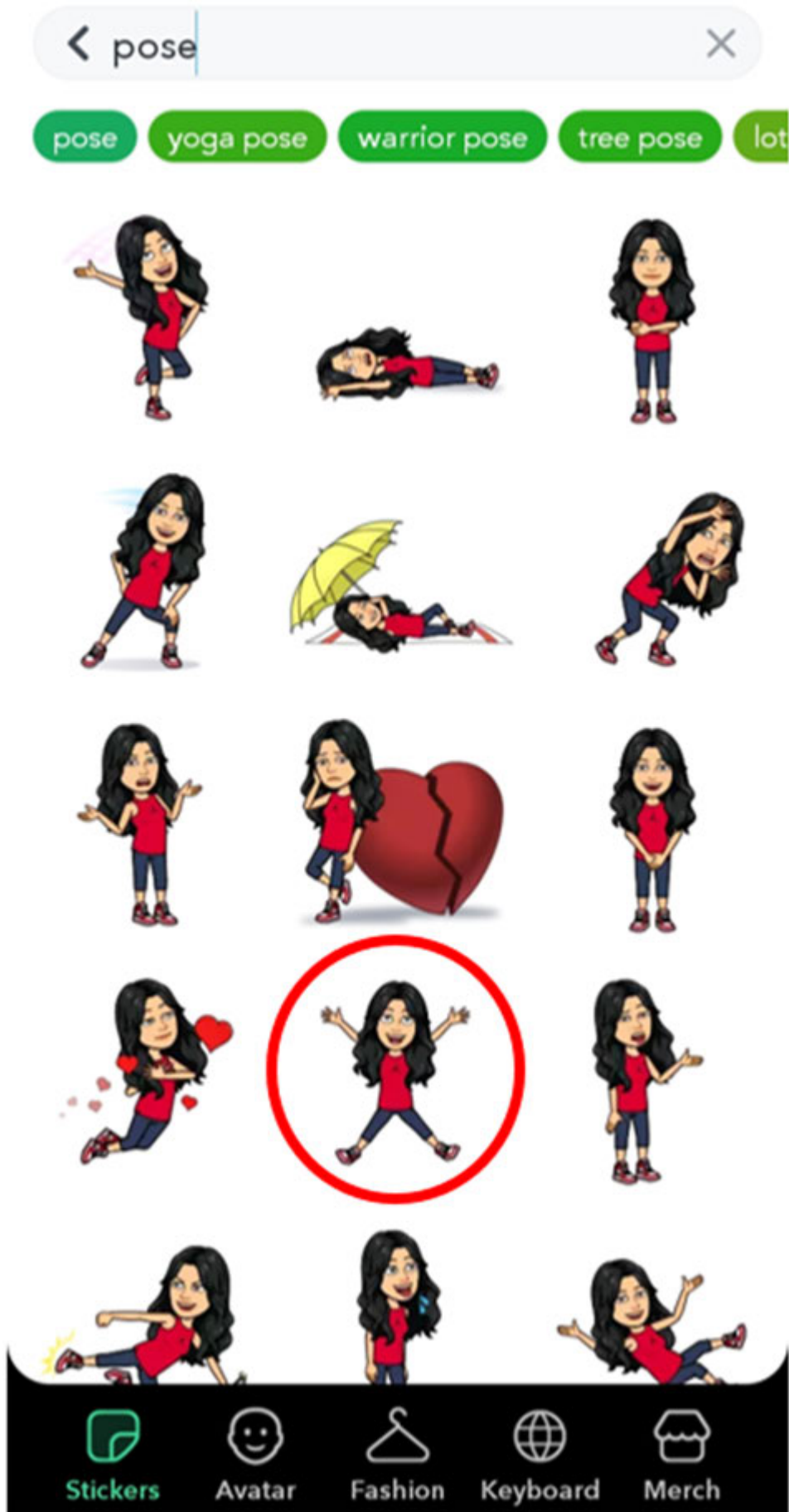
Go to the Bitmoji App and select "Avatar" at the bottom.



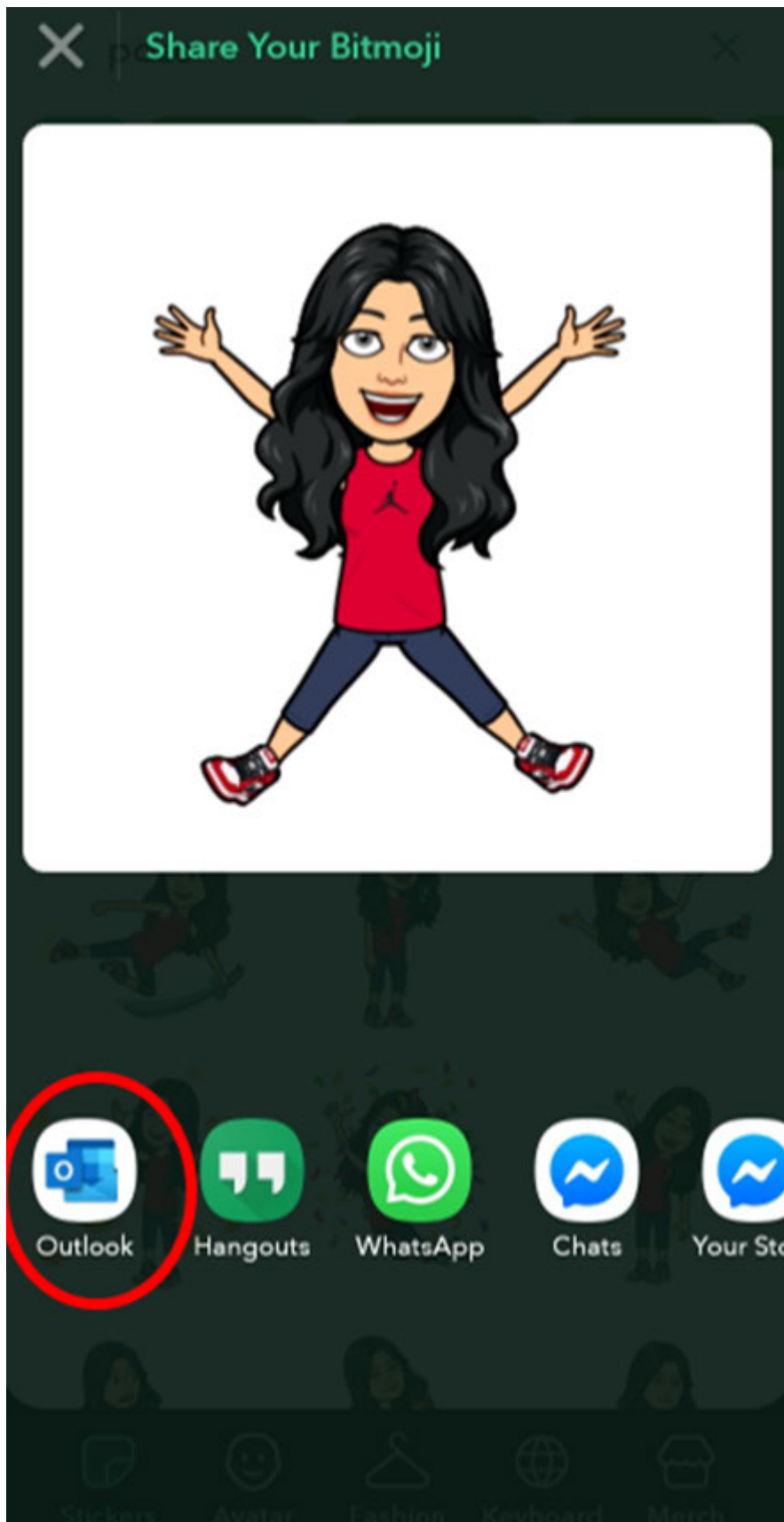
From here you can edit your avatar to look like you. Swipe right to left at the bottom to look through the edit options.



Pick a pose you like! Just make sure the pose is work appropriate!



When you select the bitmoji pose you want, the app should take you to the Share Your Bitmoji screen.



If the Outlook email app is downloaded to your device (Outlook is downloaded to the tablets) then it will come up as a share option. You will then email your picture to Jordan. Please CC me on your email so I know to take you off my list!

Thank you all for helping create the Bitmoji Staff Page!

Brittany Carter

 **SALINE COUNTY LIBRARY**

Adult Programmer

1800 Smithers Drive Benton, AR 72015

501-778-4766 ext. 1304

brittanyc@salinecountylibrary.org

HVAC Update

Patty Hector <pattyh@salinecountylibrary.org>

Thu 11/3/2022 4:49 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Harrison guys said the chiller will not be hooked up until Monday. Since it's not getting very cool tonight or Friday night, they said they could turn the heat so that it doesn't come on. It might be cold in the mornings, but we will appreciate that during the day when it reaches 80 degrees.

Patty



Patricia Hector

Library Director

Phone: [\(501\) 778 4766 ext 1001](tel:(501)778-4766)

Email: pattyh@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



[About Me](#)

Re: birthdays posted on socials

Kari Lapp <karil@salinecountylibrary.org>

Thu 11/3/2022 11:21 AM

To: Amanda Garrison <AmandaG@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Oops! We will get that fixed



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Amanda Garrison <AmandaG@salinecountylibrary.org>

Sent: Thursday, November 3, 2022 11:48:26 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: birthdays posted on socials

Just saw the birthday post. [REDACTED]



Amanda Garrison she | her
Public Services Manager, MLS

Phone: [\(501\) 778-4766 xt 1606](tel:(501)778-4766)

Email: AmandaG@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



IT Support Special Position Open

Heather Phipps <heatherp@salinecountylibrary.org>

Thu 11/3/2022 8:55 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Good Morning,

I am sad to announce that Felix Toro has resigned, and as of today will no longer be with Saline County Library. We wish him the best of luck with his future endeavors.

I gave posted his job on BambooHR. Feel free to share

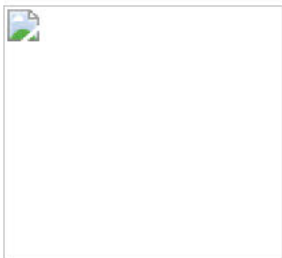
<https://sclibrary.bamboohr.com/careers/85>



IT Support Specialist

The IT Support Specialist is responsible for daily management and routine maintenance of installed applications, servers, networks, and all related IT equipment for the Saline County Library. Qualifications 2 years of experience in a public library or IT department

sclibrary.bamboohr.com



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Parking Tomorrow

Leigh Espey <leighe@salinecountylibrary.org>

Wed 11/2/2022 4:55 PM

To: benton@salinecountylibrary.org <benton@salinecountylibrary.org>

Good afternoon!

Billy will already have cones up in the morning, but employees should park in the lower staff parking area that is closest to Smithers tomorrow. Once the crane is gone, Billy will open the parking lot up accordingly.

Thank y'all for being flexible tomorrow! This plan isn't ideal, but we are going to work with it to the best of our abilities.



Leigh Espey
Library Manager

Phone [\(501\) 778 4766 xt 1002](tel:(501)778-4766)

Email LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Fw: Chiller Installation Thursday Morning

Patty Hector <pattyh@salinecountylibrary.org>

Wed 11/2/2022 3:40 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

And the elevator!! No elevator, no restrooms on first floor We are changing the phone message, the webpage and FB to let patrons know.

Patty

From: Patty Hector <pattyh@salinecountylibrary.org>

Sent: Wednesday, November 2, 2022 3:19 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Chiller Installation Thursday Morning

Harrison just let us know that contrary to what they have been saying all these months we are going to have to restrict access to certain areas of the library while the crane is installing the chiller

Closed to staff and the public from 9:30-1:30 (or less):

Men's and Women's public restrooms on both floors;

Staff restroom;

Staff breakroom;

Staff closets in hall (cleaning, marketing, etc);

Staff entrance;

Staff workroom;

Amanda's and Leigh's offices;

Collections offices;

Storage area behind makerspace

Let Rob or me know if you have a problem and we'll see if we can provide a fix. This is a safety precaution. We did not expect this to happen at the last notice. We will all have to use the children's restroom. It will only be for a few hours so it shouldn't be too awful.

Patty



Patricia Hector

Library Director

Phone: [\(501\) 778-4766 ext 1001](tel:(501)778-4766)

Email: pattyh@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Mosaic sticker poster

Susie Sward <SusieS@salinecountylibrary.org>

Wed 11/2/2022 3:24 PM

To: benton@salinecountylibrary.org <benton@salinecountylibrary.org>

Hey there, Library Peeps!

I have put up a large mosaic sticker poster on the glass in the Cave of Wonders (CoW) area. Many thanks to Lily and Grant for helping me put the sticker page down to size! Patrons and staff can participate up to 2 times a day, and stickers are available at the circ desk. Public Services staff will be the keepers of the stickers and hand them out upon request to patrons (and staff). I've created a daily participation limit because I don't want a handful of people to hog all the sticker and finish the poster in 2 hours. That's not fun!

Thanks!



Susie Sward
Adult Programmer

Phone: [\(501\) 778 4766](tel:(501)778-4766) t 1302

Email: SusieS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Fw: Big Library Read is now live with A Snake Falls to Earth

Leigh Espey <leighe@salinecountylibrary.org>

Wed 11/2/2022 1:37 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>



Leigh Espey
Library Manager

Phone [\(501\) 778 4766](tel:(501)7784766) t 1002

Email LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: OverDrive <overdrive@e.overdrive.com>
Sent: Wednesday, November 2, 2022 1:30 PM
To: Leigh Espey <leighe@salinecountylibrary.org>
Subject: Big Library Read is now live with A Snake Falls to Earth

The banner is split into two main sections. On the left, the "BIG LIBRARY READ" logo is displayed, with "BIG LIBRARY" in black and "READ" in red, next to an icon of a laptop with two speech bubbles. Below this, the text "A Snake Falls to Earth" is written in a large, white, serif font, with "November 2-16" underneath in a smaller white font. On the right, a tablet displays the book cover for "A Snake Falls to Earth" by Darcie Little Badger. The cover art shows a woman in a long, patterned dress with a snake coiled around her. A circular seal in the top right corner of the cover reads "NATIONAL BOOK AWARDS LONGLIST".

Dear Leigh,

[A Snake Falls to Earth](#) is now available on your OverDrive site at no cost to your library. Readers have unlimited access to the ebook and audiobook until November 16 – with no waitlists or holds. It's a great way to bring people together through reading and discussion.



Get readers talking

Check out our [discussion board](#) and [discussion guide](#) designed to encourage conversation and help people get the most from *A Snake Falls to Earth*.

Readers also have a chance to win a tablet, Libby swag and signed books by the author if they use **#biglibraryread** on social media. [See the official rules.](#)



Spread the word

Download the [marketing materials](#) we've put together to help you promote Big Library Read.

Please reach out to your account manager with any questions.

Thanks,
OverDrive

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Persevering in the Face of Book Challenges: Free Webinar

Patty Hector <pattyh@salinecountylibrary.org>

Wed 11/2/2022 10:58 AM

To: Alan Robinette AlanR@salinecountylibrary.org ;Amanda Garrison
 <AmandaG@salinecountylibrary.org>;Anna Wagnon <annaw@salinecountylibrary.org>;Ashleigh Brink
 <ashleighb@salinecountylibrary.org>;Ashlyn Wilcox <ashlynw@salinecountylibrary.org>;Belinda Floyd
 <belindaf@salinecountylibrary.org>;Bella Cusimano <bellac@salinecountylibrary.org>;Brittany Carter
 brittanyc@salinecountylibrary.org ;Chelsea Simon chelseas@salinecountylibrary.org ;Cheyenne Guffy
 <CheyenneG@salinecountylibrary.org>;Dana Bloch <danab@salinecountylibrary.org>;Danyelle Childers
 <danyellec@salinecountylibrary.org>;E'Yanne Whitaker <E'yanneW@salinecountylibrary.org>;Francesca
 Castro <francescac@salinecountylibrary.org>;Grant McKee <grantm@salinecountylibrary.org>;Haley Johnson
 HaleyJ@salinecountylibrary.org ;Hannah Bailey hannahb@salinecountylibrary.org ;Holley Monk
 <holleym@salinecountylibrary.org>;Joel Beck <JoelB@salinecountylibrary.org>;Jordan Sandlin
 <jordans@salinecountylibrary.org>

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PERSEVERING IN THE FACE OF BOOK CHALLENGES

Booklist Webinars

Thursday, November 17 | 5 p.m. ET / 4 p.m. CT

Cindy Hohl Shelly McNerney Gavin Downing Moderated by Heather Booth

Join us for this exciting webinar, *Persevering in the Face of Book Challenges*

The increase in book challenges at school and public libraries has left many library workers stunned, weary, and worried about what comes next. But our important work must continue! Join our panel of boots-on-the-ground library workers including **Cindy Hohl**, Director of Branch Operations at Kansas City Public Library; Olathe East High School Librarian **Shelly McNerney**; and **Gavin Downing**, Kent School District librarian and winner of the Candace Morgan Intellectual Freedom Award, for a frank and inclusive conversation about how we press on to do the best for our patrons and communities, for intellectual freedom, and for ourselves in these difficult circumstances. Register now for this free, one-hour webinar on Thursday, November 17 at 5 p.m. ET / 4 p.m. CT moderated by Booklist editor **Heather Booth**.

Can't make the date? [Register for Booklist's upcoming webinars](#) and we'll send you the archive after the event!

Reserve your seat today!



Thursday

November

17

2:00 PM Pacific
3:00 PM Mountain
4:00 PM Central
5:00 PM Eastern



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American Library Association, 225 North Michigan Ave, Chicago, IL, Suite 1300, 60601



This email was sent from outside the organization.

From: Booklist Webinars <booklist@ala.org>
Sent: Wednesday, November 2, 2022 10:22 AM
To: Patty Hector <pattyh@salinecountylibrary.org>
Subject: Persevering in the Face of Book Challenges

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PERSEVERING IN THE FACE OF BOOK CHALLENGES

Booklist Webinars

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Cindy Hohl Shelly McNerney Gavin Downing Moderated by Heather Booth

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Thursday

November

17

2:00 PM Pacific
3:00 PM Mountain
4:00 PM Central
5:00 PM Eastern



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American Library Association, 225 North Michigan Ave, Chicago, IL, Suite 1300, 60601



This email was sent from outside the organization.

Re: Saline County Speaks

Alan Robinette <AlanR@salinecountylibrary.org>

Wed 11/2/2022 10:41 AM

To: Francesca Castro francescac@salinecountylibrary.org

Thank you!



Alan Robinette

Community Librarian, MLIS

Phone: [\(501\) 778-4766 xt 1201](tel:(501)778-4766)

Email: AlanR@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, November 2, 2022 10:24 AM

To: Alan Robinette <AlanR@salinecountylibrary.org>

Subject: Re: Saline County Speaks

It is all ready to go out tomorrow!

From: Alan Robinette <AlanR@salinecountylibrary.org>

Sent: Wednesday, November 2, 2022 8:53 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Cc: Kari Lapp <karil@salinecountylibrary.org>

Subject: Saline County Speaks

Hi Francesca,

A reminder that the interview with Elisha Morrison of the Saline Courier is in Wave, with captions, and ready to go for tomorrow at 7 00



Alan Robinette

Community Librarian, MLIS

Phone: [\(501\) 778-4766 xt 1201](tel:(501)778-4766)

Email: AlanR@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: November Computer Classes

Rachel Wallace <rachelw@salinecountylibrary.org>

Wed 11/2/2022 9:35 AM

To: Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Cc: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Thank you for these!!!

**Rachel Wallace****Assistant Branch Manager**Phone: [\(501\) 847-2166 Ext. 1118](tel:(501)847-2166)Email: RachelW@SalineCountyLibrary.orgAddress: [201 Prickett Rd. Bryant, AR 72022](#)**From:** Kari Lapp karil@salinecountylibrary.org**Sent:** Monday, October 31, 2022 9 35 AM**To:** Rachel Wallace rachelw@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org**Cc:** Rebecca Kidder rebeccak@salinecountylibrary.org**Subject:** Re November Computer Classes

Here they are. We have one in the HSV also so there are three flyers. Spanish is not being offered in the HSV.

**Kari Lapp****Community Engagement Manager**Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)[About Me](#)**From:** Rachel Wallace <rachelw@salinecountylibrary.org>**Sent:** Friday, October 28, 2022 10:08 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Cc: Rebecca Kidder <rebeccak@salinecountylibrary.org>
Subject: November Computer Classes

Is there a flyer we can put up to show there are going to be computer classes in November?



Rachel Wallace
Assistant Branch Manager

Phone: [\(501\) 847-2166 Ext. 1118](tel:(501)847-2166)
Email: RachelW@SalineCountyLibrary.org
Address: [201 Prickett Rd. Bryant, AR 72022](#)



Notes from Managers' Meeting 11/1/2022

Leigh Espey <leighe@salinecountylibrary.org>

Wed 11/2/2022 8:55 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Good morning!

Here are the notes from yesterday's meeting. Please, let me or your supervisor know if you have any questions

Leigh

- Kari and I met with Lindsay Jordan to discuss next steps in leasing the Gann Museum.
 - a lease agreement was created and Bill Eldridge, Gann Museum Board Chair, will present the agreement to Mayor Farmer.

Wendy

- Youth Services will be at Ferndale all day Friday for the annual Youth Services Workshop
- Winter Reading will begin November 21st and run through the end of January
- Almost 200 people attended Trunk or Treat at the Bryant library! They had to move the festivities inside due to weather and all participants had a great time!

Rob

- Working with Tech Logic to figure out security gates
- Laptops for the Tech Connect classes are almost ready to go
- Two new adult computers for Bryant lab are almost ready to install
- Meeting with Sterling to finalize ownership of our website so that we can move forward with Google for non profits
- Chiller install will take place this week
 - Wednesday prep work to get the old chiller unhooked
 - Thursday - new chiller installed
 - giant crane will be here from approximately 9 30 1 30
 - Friday - Monday finishing hooking everything up and turning on
- will run data cable for Benton lockers to bypass WiFi error on Monday, November 7th
- buying new coin op to use LPT1
 - current coin op is proprietary to ACDI products

Julie

- BiblioCommons will go live on Monday
 - will have to find all the links that lead back to the catalog and make sure they are updated correctly
- has created new reports that show more detailed item circulation statistics such as where a patron is registered and where they are checking out materials

Stacy

- Taylor and Lyndsey are working to genrefy at least 200 items pulled out of the Arkansas collection for circulation

Patty

- Digital Literacy Grant has 6 sessions coming up in November four in the library and 2 in HSV
- Food for Fines will take place the week before and the week of Thanksgiving
 - for every 1 item donated, \$1 can be **WAIVED** from patron fines including replacement costs for lost or damaged items
 - **Please be sure to WAIVE and not payout**
- Board Meeting will be moved to November 14th because the regular meeting falls on the Monday of Thanksgiving week.



Leigh Espey
Library Manager

Phone [\(501\) 778 4766 xt 1002](tel:(501)778-4766-xt-1002)

Email LeighE@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Food for fines

Francesca Castro <francescac@salinecountylibrary.org>

Tue 11/22/2022 11:15 AM

To: Kari Lapp karil@salinecountylibrary.org

 [Food for Fines 2022 docx](#)

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Tuesday, November 22, 2022 11:14 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Food for fines

Can you forward me the press release you sent to the media about food for fees?



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766](tel:(501)7784766) t 1350

Email KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Christmas Music Video lol

Francesca Castro <francescac@salinecountylibrary.org>

Mon 11/28/2022 8:12 AM

To: Kari Lapp karil@salinecountylibrary.org ;Mason Newberry masonn@salinecountylibrary.org

Just adding to this thread since we already have one going
Mason- When will be a good time today to film the Jackbox teaser video?

Thanks,
Francesca

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Tuesday, November 22, 2022 9:55 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Christmas Music Video lol

I'm fine with it being in addition to. I just want to do the all staff one so we have all staff in a holiday video







Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)

   
From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Tuesday, November 22, 2022 9:54:43 AM
To: Kari Lapp <karil@salinecountylibrary.org>
Subject: Re: Christmas Music Video lol

whatever you think is best.

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Tuesday, November 22, 2022 9:27 AM
To: Mason Newberry <masonn@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Christmas Music Video lol

Usually once you cancel the subscription, you lose the rights to the songs.

I asked Susie if she wanted to rewrite a library version of a Christmas story and have everyone read a page like we did last year. Are we doing the rap in addition to that?



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Mason Newberry <masonn@salinecountylibrary.org>

Sent: Friday, November 18, 2022 8:43:23 AM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Subject: Re: Christmas Music Video lol

This website has royalty free rap beats It is 11 dollars a month but we can cancel after we find the one we want and use it.

<https://freebeats.io/>



FreeBeats.io | Download Royalty-Free Beats For Your Next Project

We provide up-and-coming artists a catalogue of royalty free beats and instrumentals to record on. Come and download some for your next project!

freebeats.io



Mason Newberry

Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Friday, November 18, 2022 8:37 AM

To: Mason Newberry <masonn@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Subject: Christmas Music Video lol

Hey, we will need to find a beat that we can legally use or make one up using garage band or something. I'll go ahead and put it in the schedule, and then get Kari to approve the dates when she's feeling better

Kari- I talked to Mason this morning and he says that he can rap the library's version of the night before Christmas I think we should make a music video

Thanks!



Francesca Castro

Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



About Me

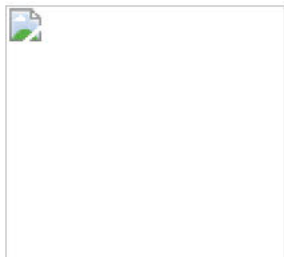
Re: Donation to L

Stacy Childress <stacyc@salinecountylibrary.org>

Thu 11/17/2022 4:45 PM

To: Patty Hector pattyh@salinecountylibrary.org ;allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

I wasn't sure either. I put the memorial label inside the book to be in honor of.



Stacy Childress
Collections Manager

Phone: [\(501\)778-4766 xt 1254](tel:(501)778-4766)

Email: stacyc@salinecountylibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Patty Hector <pattyh@salinecountylibrary.org>

Sent: Thursday, November 17, 2022 4:11 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Donation to L

Does anyone know who took this donation? I can't tell if it's a memorial or in honor of [redacted] [redacted] (didn't find an obit). Not sure if [redacted] are relations of [redacted] or family friends that gave the donation so there isn't anyone to receive a note about the donation?

So many questions.



Patricia Hector
Library Director

Phone: [\(501\) 778-4766 ext 1001](tel:(501)778-4766)

Email: pattyh@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Donation to Library

Patty Hector <pattyh@salinecountylibrary.org>

Thu 11/17/2022 4:39 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Sorry, I was late for a webinar and didn't mean to send it half finished

Does anyone know who took this donation? I can't tell if it's a memorial or in honor of [redacted] (didn't find an obit). Not sure if [redacted] are relations of [redacted] or family friends that gave the donation so there isn't anyone to receive a note about the donation?

So many questions

Completed - Please send thank you note 90

Saline County Library Memorial/Donation

In memory/honor of: [redacted]

Address: _____ City: Benton Zip: _____

Donation Amount: 100⁰⁰

Type: Adult Teen Children Any

Programs Toys Art Books Story Time Materials Furnishings Electronic

Desired Item (if applicable): _____

Given By: [redacted]

Address: [redacted]

Date of Memorial: _____ Location: _____ Staff Initials: _____



Patricia Hector
Library Director

Phone: [\(501\) 778-4766 ext 1001](tel:(501)778-4766)
 Email: pattyh@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



boxes

Kari Lapp <karil@salinecountylibrary.org>

Thu 11/17/2022 10:58 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

We are good on boxes now! Thank you all for helping us collect them



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Re: Christmas Photo

Heather Phipps <heatherp@salinecountylibrary.org>

Thu 11/17/2022 10:47 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

You're welcome!!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Thursday, November 17, 2022 10:46 AM

To: Heather Phipps <heatherp@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Christmas Photo

Thank you so much for doing this!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Heather Phipps <heatherp@salinecountylibrary.org>

Sent: Thursday, November 17, 2022 10:16 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Christmas Photo

OK everyone has taken a picture

 [Christmas Headshot](#)



Heather Phipps, PHR

Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



2023 Rate Increases

Heather Phipps <heatherp@salinecountylibrary.org>

Wed 11/16/2022 4:28 PM

To: Alan Robinette AlanR@salinecountylibrary.org ;Amanda Garrison <AmandaG@salinecountylibrary.org>;Anna Wagnon <annaw@salinecountylibrary.org>;Ashleigh Brink <ashleighb@salinecountylibrary.org>;Ashlyn Wilcox <ashlynw@salinecountylibrary.org>;Bella Cusimano <bellac@salinecountylibrary.org>;Billy Osborne, Jr. <billyjack@salinecountylibrary.org>;Brad Crumby bradc@salinecountylibrary.org ;Brittany Carter brittanyc@salinecountylibrary.org ;Brittton Luker <BritttonL@salinecountylibrary.org>;Chelsea Simon <chelseas@salinecountylibrary.org>;Dana Bloch <danab@salinecountylibrary.org>;Danyelle Childers <danyellec@salinecountylibrary.org>;E'Yanne Whitaker <E'yanneW@salinecountylibrary.org>;Francesca Castro <francescac@salinecountylibrary.org>;Grant McKee grantm@salinecountylibrary.org ;Haley Johnson HaleyJ@salinecountylibrary.org ;Hannah Bailey <hannahb@salinecountylibrary.org>;Heather Phipps <heatherp@salinecountylibrary.org>;Holley Monk <holleym@salinecountylibrary.org>

Good Afternoon,

A letter has been uploaded to your BambooHR account with your new hourly rate. To view them click on "My Info", "Documents", and "Employee Info".

If you have any questions, please feel free to reach out to me.

Thanks!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Gmail Login

Leigh Espey <leighe@salinecountylibrary.org>

Wed 11/16/2022 4:23 PM

To: Francesca Castro francescac@salinecountylibrary.org

Hi Francesca!

Do you happen to know the Gmail login for the library?



Leigh Espey

Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Exterior Doors

Amanda Garrison <AmandaG@salinecountylibrary.org>

Wed 11/16/2022 9:22 AM

To: Patty Hector pattyh@salinecountylibrary.org ; Leigh Espey leighe@salinecountylibrary.org ; Building Operations <support@salinecountylibrary.org>; benton@salinecountylibrary.org <benton@salinecountylibrary.org>

The Door Repair person who came today said he's ordering a new motor for the exterior door that should be here in 3-5 days. Until then, the motor has been disabled, so we'll have to manually open the doors and leave them open during our open hours.



Amanda Garrison she | her

Public Services Manager, MLS

Phone [\(501\) 778 4766 xt 1606](tel:(501)778-4766-xt-1606)

Email AmandaG@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Website Catalog

Rebecca Kidder <rebeccak@salinecountylibrary.org>

Thu 11/10/2022 8:46 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Cc: Rachel Wallace <rachelw@salinecountylibrary.org>

When you ear h the atalog on the main page of the web ite, it fill take you to the old catalog.



Rebecca Kidder

Branch Manager

Phone: [\(501\) 847-2166 Ext. 1101](tel:(501)847-2166)

Email: RebeccaK@SalineCountyLibrary.org

Address: [201 Prickett Road, Bryant, AR 72022](#)



About Me

Re: Please post these

Mason Newberry <masonn@salinecountylibrary.org>

Wed 11/9/2022 10:56 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

I love it!



Mason Newberry
Adult Programmer

Phone [\(501\) 778 4766](tel:(501)7784766) t 1603

Email Ma_onN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, November 9, 2022 10:32:48 PM

To: Francesca Castro <francescac@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>

Subject: Please post these

Halloween costume that didn't make the cut!

Mason do you approve of this one? I didn't have a full body picture so I stole this one off your Facebook and added a little to the description



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766](tel:(501)7784766) xt 1350

Email KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Fw: Brainfuse December 2022 Social Media Graphics

Kari Lapp <karil@salinecountylibrary.org>

Wed 11/9/2022 8:58 PM

To: Francesca Castro francescac@salinecountylibrary.org

3 attachments (2 MB)

01 HelpNowDec2022.jpg 01 JobNowDec22.jpg 01 VetNowDec22.jpg



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: dweltzer@brainfuse.com <dweltzer@brainfuse.com>

Sent: Monday, November 7, 2022 5:23 PM

To: dweltzer@brainfuse.com <dweltzer@brainfuse.com>

Subject: Brainfuse December 2022 Social Media Graphics

Hello and hope you are well!

All graphics, as well as print items and videos, are available in our resource center. I have attached the square social media sizes but if you are looking for alternative sizes or Spanish graphics, please check the resource center:



Here are our post suggestions for December:

HelpNow: Don't struggle with your homework. Be a smart cookie! Visit (URL) for free live online tutoring. Connect with an expert today! #FreeOnlineTutoring #LibrariesTransform #BrainfuseCommunity #WhatDoYouWantToLearn #SmartCookie #OnlineTutoring

JobNow: Introducing Expert Job Matching! Visit JobNow and fill out a questionnaire. The Job Matching Expert will look for any relevant jobs in the industry and location provided. They will compile several jobs that fit the specified criteria along with relevant information regarding the company, position, and how to apply. #JobSearchingMadeEasy #GetMatchedToAJob #JobNow #BrainfuseCommunity #Employment #FindAJob

VetNow: Quick tip for a military-to-civilian resume: focus on experience that is relevant to the job for which you're applying. To get specific insight on translating your military skills to civilian careers, visit (URL) to connect with an expert. #MilitaryToCivilianCareer #ResumeTip #BrainfuseCommunity #Veterans #JobsForVeterans

I manually track email addresses so if you would like to be removed from this email or if you would like anyone to be added, please let me know so I can make those changes. If you have any questions or marketing requests, please let me know.

Diane Bizzle

Director of Outreach

She/Her/Hers



271 Madison Ave • New York, NY 10016

779-203-6316

[Facebook](#) • [Twitter](#) • [Instagram](#) • [LinkedIn](#)

This email was sent from outside the organization.

Re: Friends Logo for December

Kari Lapp <karil@salinecountylibrary.org>

Wed 11/9/2022 9:55 AM

To: Brad Crumby bradc@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

I really would prefer we didn't change our logo colors. Thats a pretty standard branding practice for most companies and organization. We can use a solid red or green that is our color. The green also has some readability issues. What is this for?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Brad Crumby <bradc@salinecountylibrary.org>
Sent: Wednesday, November 9, 2022 9:46 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Cc: Kari Lapp <karil@salinecountylibrary.org>
Subject: Friends Logo for December

See if this looks OK



Brad Crumby
Financial Coordinator

Phone [\(501\)778 4766 t 1081](tel:(501)778-4766)

Email BradC@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Notes from Today's Managers' Meeting

Leigh Espey <leighe@salinecountylibrary.org>

Tue 11/8/2022 2:55 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

So, sorry! Open enrollment is next **Thursday, November 17th**. Sorry for the confusion!

Leigh Espey

Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)Email: LeighE@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)
[About Me](#)
From: Leigh Espey leighe@salinecountylibrary.org**Sent:** Tuesday, November 8, 2022 2:44 PM**To:** allstaff@salinecountylibrary.org allstaff@salinecountylibrary.org**Subject:** Notes from Today's Managers' Meeting

Hello!

Here are the notes from today. Please let me or your supervisor know if you have any questions.

- Budget draft is finalized for board approval on Monday, November 14th

Brad

- will set a date for both locations to have a tornado drill

Rob

- 10 of the 15 laptops for Digital Literacy Grant courses are ready to use
- needs to go to Bryant to work on several different pieces of equipment and order a new computer for the check in station in the workroom
- will pull cable for Benton lockers after the chiller install is completed (should be completed today or tomorrow)
- replaced hard drive in YS self-check but is having difficulties getting the RFID software to work with Windows10

Heather

- Performance feedback emails will go out from Bamboo tomorrow
- all full-time staff need to sign up for a 15-minute time slot for open enrollment next Tuesday, November 15th, from 8 00 11 00
- YS PT position interviews have gone well
- LMT Reports due by COB today for Board meeting on Monday
- we will do a Christmas Door Decorating contest this year; more details to come

Leigh

- BiblioCommons does not have patron's past reading history They have to go to their account settings and tell it to keep their history from the time they create their account forward
 - checkout history is still available through Workflows and the enterprise catalog [REDACTED]
- We need one more person to help with the Tech Connect class this Saturday, November 12th in Benton

Julie

- will meet w/selectors to discuss budget amounts
- BiblioCommons is LIVE!!!
 - still need more DVD lists and reviews

Wendy

- YS workshop in Ferndale was good
- Winter Reading is ready to go
 - t shirts should be in this week, and staff can start wearing them to promote the program
- YS school visits will be the first two weeks in December

Rebecca

- University of Arkansas Razorbug will be at the Bryant library today at 3:30 with a table set up to tell kids about the UofA



Leigh Espey Library Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1002

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: Christmas Card Photo

Heather Phipps <heatherp@salinecountylibrary.org>

Tue 11/8/2022 1:57 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

I sent too soon! I will just be taking headshots from now till next week so be prepared



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Heather Phipps <heatherp@salinecountylibrary.org>

Sent: Tuesday, November 8, 2022 1:55 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Christmas Card Photo

Good Afternoon,

Starting tomorrow I will be taking photos for our Christmas Card

Thanks!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Performance Feedback

Heather Phipps <heatherp@salinecountylibrary.org>

Tue 11/8/2022 1:18 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Good Afternoon,

Within the next couple of weeks, you may receive an email from a manager asking you to give feedback for their employee.

There will be two questions:

What are some things that (insert name) does well?

How could (insert name) improve?

Even though you may not work directly with this person, you may have worked with them on a project or observe them day to day. Think about how your interaction went. Were they professional? Are there any red flags that you feel the supervisor should be aware of? Being honest is the best way to help the manager when writing the employees' upcoming evaluation in December.

The feedback is 100% confidential and only the manager will see.

If you have any questions, feel free to contact me.

Thank you,



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



About Me

Fw: New Staff info

Francesca Castro <francescac@salinecountylibrary.org>

Tue 11/8/2022 12:07 PM

To: Kari Lapp karil@salinecountylibrary.org

From: Holley Monk <holleym@salinecountylibrary.org>**Sent:** Tuesday, November 8, 2022 11:50 AM**To:** Francesca Castro <francescac@salinecountylibrary.org>**Subject:** Re: New Staff info

BIO:

Holley is the new part-time Shelver at the Saline County Library. She will be in charge of putting books, movie , etc back onto the helve , arranging and di play , a well a occa ionally working the circulation desk. Holley can typically be seen at the Bryant location where she will primarily be working.

4 QUESTIONS:

What superpower would you like to have?

- [REDACTED]

If you had one free hour each day, how would you use it?

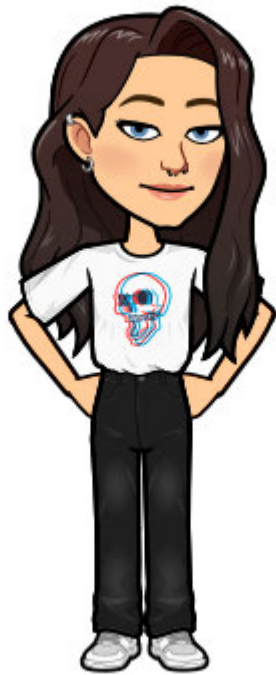
- [REDACTED]

If you woke up tomorrow as an animal, what animal would you choose to be and why?

- [REDACTED]

What is the nerdiest thing you do in your spare time?

- [REDACTED]



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Wednesday, October 19, 2022 9:33 AM

To: Holley Monk holley@m@salinecountylibrary.org ; Julieana Joiner julieanaj@salinecountylibrary.org

Subject: New Staff info

Good Morning,

I am needing a bio from both of y'all. It needs to include the following

- Short biography: This can be as generic OR as detailed as you choose. Some things you can include:
 - Job responsibilities (or what the patron would see you doing on a typical day at the library)
 - Interesting facts about yourself
 - Any awards or accomplishments
 - Education/career background
 - Hobbies/brief information about your family
 - Notes: Again, you do NOT have to include your last name or any personal information if you choose not to; please write in third person
 - Examples:
 - **Basic overview:** Dwight is the Assistant to the Regional Manager at Dunder Mifflin. Thanks to his influence, the Scranton branch was able to secure new advancements in wellness (specifically, CPR mask demonstrations), fire safety (he created the now named Shrute fire drill) and recycling (namely: Recyclops). He also served as a volunteer sheriff in Lackawanna County. Dwight can typically be seen on sales calls and ensuring safety in the office.
 - **Adding some fun/personality details:** Dwight is the Assistant to the Regional Manager at Dunder Mifflin. Thanks to his influence, the Scranton branch was able to secure new advancements in wellness (specifically, CPR mask demonstrations), fire safety (he created the now named Shrute fire drill) and recycling (namely Recyclops). He also served as a volunteer

sheriff in Lackawanna County Dwight can typically be seen on sales calls and ensuring safety in the office. In addition to his tenure at Dunder Mifflin, Dwight enjoys a prolific career as a beet farmer at Shrute Farms, which is home to a renowned bed and breakfast Dwight has affinities for paintball, Battlestar Galactica, ping pong, survivalism, Goju Ryu karate, and weapons He also has a preference to ride in the back seat of cars behind the driver, because it is the safest location in a car. He takes Karate very seriously, having gained a black belt.

- Choose **FOUR** of the following questions to answer
 - Share one thing that you love to do that you get to do nearly every day.
 - What would you like to accomplish in your job this year?
 - If you woke up tomorrow as an animal, what animal would you choose to be and why?
 - If you could be in the movie/book of your choice, what movie would you choose and what character would you play?
 - What superpower would you like to have?
 - What was your favorite toy as a kid?
 - What is the nerdiest thing you do in your spare time?
 - What's the strangest talent you have?
 - What, or who, are you a "closet" fan of?
 - What are three things still left on your bucket list?
 - What technology innovation made the most impact on your life?
 - If you had one free hour each day, how would you use it?
 - What is the most important personal attribute that you bring to your job?
 - What fictional place would you like to visit?
- **OPTIONAL:** Send a list of your top five favorite books/movies/video games/etc that you can check out at the library. We will be using these to create "book rivers" on your individual pages.

As well as sending me your bitmoji without a background

Thanks,
Francesca



Francesca Castro

Marketing Coordinator

Phone [\(501\) 778 4766 xt 1338](tel:(501)778-4766)

Email France_caC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



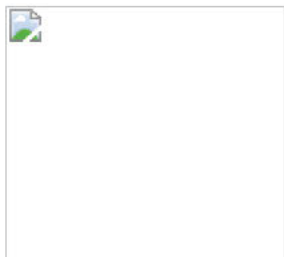
Winter Reading T Shirts

Wendy Christy <wendyc@salinecountylibrary.org>

Tue 11/8/2022 11:19 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Our shirts for winter reading are in! We have adult sizes pulled out in the storytime room for staff to come grab the one they need. Bryant people, if you'll tell me what you need, I'll send them over.



Wendy Christy
Youth Services Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1373

Email: wendyc@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Voting!

Leigh Espey <leighe@salinecountylibrary.org>

Tue 11/8/2022 10:40 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Good morning!

If you still need to vote, you may do it on work time as long as you approve it with your supervisor first.

Happy voting!!!



Leigh Espey
Library Manager

Phone [\(501\) 778 4766 xt 1002](tel:(501)7784766xt1002)

Email LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



[About Me](#)

Re: Open Enrollment Sign Up Sheet

Heather Phipps <heatherp@salinecountylibrary.org>

Tue 11/8/2022 9:41 AM

To: Francesca Castro francescac@salinecountylibrary.org

It's to select your benefits for ne t year. We have to enroll every year for benefits.



Heather Phipps, PHR Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Tuesday, November 8, 2022 8:52 AM

To: Heather Phipps <heatherp@salinecountylibrary.org>

Subject: Re: Open Enrollment Sign Up Sheet

Good morning, this might be silly, but what is open enrollment?

Thanks,

From: Heather Phipps heatherp@salinecountylibrary.org

Sent: Tuesday, November 8, 2022 8:42 AM

To: Alan Robinette AlanR@salinecountylibrary.org ; Amanda Garrison AmandaG@salinecountylibrary.org ; Anna Wagnon annaw@salinecountylibrary.org ; Ashlyn Wilcox ashlynw@salinecountylibrary.org ; Belinda Floyd belindaf@salinecountylibrary.org ; Bella Cusimano bellac@salinecountylibrary.org ; Billy Osborne, Jr billyjack@salinecountylibrary.org ; Brad Crumby bradc@salinecountylibrary.org ; Brittany Carter brittanyc@salinecountylibrary.org ; Brittion Luker BrittionL@salinecountylibrary.org ; Dana Bloch danab@salinecountylibrary.org ; Danyelle Childers danyellec@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org ; Grant McKee grantm@salinecountylibrary.org ; Haley Johnson HaleyJ@salinecountylibrary.org ; Heather Phipps heatherp@salinecountylibrary.org ; Jordan Sandlin jordans@salinecountylibrary.org ; Julie Syler julies@salinecountylibrary.org ; Julieana Joiner julieanaj@salinecountylibrary.org ; Kari Lapp karil@salinecountylibrary.org ; Leigh Espey leighe@salinecountylibrary.org ; Lyndsey Ammons lyndseya@salinecountylibrary.org ; Mason Newberry masonn@salinecountylibrary.org ; Patty Hector pattyh@salinecountylibrary.org ; Rachel Wallace rachelw@salinecountylibrary.org ; Rebecca Griffin rebeccag@salinecountylibrary.org ; Rebecca Kidder rebeccak@salinecountylibrary.org ; Rob Walton Robw@salinecountylibrary.org ; Stacy Childress stacyc@salinecountylibrary.org ; Susie Sward SusieS@salinecountylibrary.org ; Taylor Morrissey TaylorM@salinecountylibrary.org ; Wendy Christy wendyc@salinecountylibrary.org

Subject: Open Enrollment Sign Up Sheet

Good Morning,

If you have not signed up yet, please do so. Open enrollment is next week from 8 - 11 AM. Even if you are waiving everything, or you do not want to change anything you need to sign up. Please click on the link below to register for a time slot.

 [Document7.docx](#)

Thanks,



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



[About Me](#)


Photos from Instagram

Lyndsey Ammons <lammons@harding.edu>

Mon 11/7/2022 3:22 PM

To: Francesca Castro francescac@salinecountylibrary.org

Cc: Lyndsey Ammons <lyndseya@salinecountylibrary.org>

 2 attachments (1 MB)

3D855BAC-5478-4DD2-950E-2569DF781274.jpeg; 0BF38F68-961F-4BD6-877D-9F90771285ED.jpeg;

Here are the photos! Thanks!

This email was sent from outside the organization.

Fw: 2023 Holidays

Kari Lapp <karil@salinecountylibrary.org>

Wed 11/30/2022 3:39 PM

To: Francesca Castro francescac@salinecountylibrary.org

These need to be put on the communico calendar as all day events

**Kari Lapp****Community Engagement Manager**Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)[About Me](#)**From:** Heather Phipps <heatherp@salinecountylibrary.org>**Sent:** Wednesday, November 30, 2022 7:44 AM**To:** allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>**Subject:** 2023 Holidays

Good Morning,

I have put the holidays in BambooHR for 2023. Patty is planning on asking the board to see if we can also be closed the Saturday before Christmas Eve at the next board meeting.

New Year's Day - (Jan 1 on Sunday) Observed Monday Jan 2ndMartin Luther King Day - Monday Jan 16thPresident's Day - Monday Feb 20thGood Friday - Friday Apr 7thMemorial Day - Monday May 29thIndependence Day - Tuesday Jul 4thLabor Day - Monday Sept 4thVeterans Day - (Nov 11th Saturday) Observed Friday Nov 10thThanksgiving Thursday Nov 23rdDay After Thanksgiving - Friday Nov 24thChristmas Eve (Dec 24th on Sunday) Observed Monday Dec 25thChristmas Day - Observed Dec 26th

Thanks,



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778 4766 xt 1093](tel:(501)7784766xt1093)

Email heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: Tiktok

Kari Lapp <karil@salinecountylibrary.org>

Wed 11/30/2022 3:37 PM

To: Francesca Castro francescac@salinecountylibrary.org

See if you can find info about nonprofits or not for profits using tik tok through a business or a personal account.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, November 30, 2022 10:23 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Tiktok

<https://sprintlaw.com/au/articles/tiktok-copyright-issues/>



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Christmas Stockings

Heather Phipps <heatherp@salinecountylibrary.org>

Wed 11/30/2022 2:54 PM

To: benton@salinecountylibrary.org <benton@salinecountylibrary.org>

The stocking station is open in the board room. If you have trinkets you would like to add please feel free to do so as long as they are library friendly.

**Heather Phipps, PHR**
Human Resources ManagerPhone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)Email: heatherp@SalineCountyLibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr,+Benton,+AR+72015)

From: Heather Phipps <heatherp@salinecountylibrary.org>**Sent:** Wednesday, November 30, 2022 9:00 AM**To:** benton@salinecountylibrary.org <benton@salinecountylibrary.org>**Subject:** Christmas Stockings

Good Morning,

I have pulled out our handmade Christmas Stockings

I am missing quite a few so if you have them, please go ahead and hang them.

Here is who I am missing:

Susie

Rob

Brittion

Alan

Youth Services

I have handed out most of them and put the Public Services ones on Amanda's desk.

I will be going to buy more stockings for our new staff to decorate today after the tornado drill and will set up in the board room later this afternoon after the Youth Services meeting.

Thanks!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: Employee of the Month Winners!

Heather Phipps <heatherp@salinecountylibrary.org>

Wed 11/30/2022 7:26 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

For some reason it cut me off! Here is the entirety of Susie's submission:

Susie comes in early, stays until the job is done, and maintains a positive disposition throughout - provided that there is coffee. If not, all bets are off. She consistently volunteers to help, and not just in CED. She has filled in at the front desk, takes care of Makerspace, and works with Bryant to support their events. Susie had three successful events recently - Charcouterie, NaNoWriMo, and Knife Sharpening - which were well attended and received positive feedback from the community.

**Heather Phipps, PHR**
Human Resources Manager

Phone [\(501\) 778 4766 xt 1093](tel:(501)7784766xt1093)

Email heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Heather Phipps <heatherp@salinecountylibrary.org>

Sent: Wednesday, November 30, 2022 7:24 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Employee of the Month Winners!

Good Morning,

We had another month of great submissions! The winners can start using their parking spot tomorrow. Managers, get with your employees for their wall of fame picture.

Here are the winners for December!

Benton:

Susie Sward

Susie comes in early, stays until the job is done, and maintains a positive disposition throughout - provided that there is coffee. If not, all bets are off. She consistently volunteers to help, and not just in CED. She has filled in at the front desk, takes care of Makerspace, and works with Bryant to support their events. Sharpening - which were well attended and received positive feedback from the community.

Bryant:

Holley Monk

I have never seen the shelves in the back as clear as I have since she started. She shelves so quickly, and when she's done, she asks to see if there's anything anyone needs help with. She's also super nice, and even brings us eggs sometimes from her chickens!

Congratulations to our winners!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778 4766 xt 1093](tel:(501)7784766xt1093)

Email heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Managers' Meeting Notes

Leigh Espey <leighe@salinecountylibrary.org>

Tue 11/29/2022 4:05 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Hello!

Here are the notes from today's meeting. Please, let me or your supervisor know if you have any questions

- it was decided to close the SCL Twitter account due to the upheaval and nastiness that is going on at Twitter
- Kari is going to order a Winter Reading banner to go at the road for both locations

Heather

- Door decorating for Christmas can start any time!!!
 - judging has been scheduled for Monday, December 19th, @ 10:30 AM [will confirm closer to time]
- FT Public Services Library Assistant position has been posted INTERNALLY
- still recruiting for IT assistant position
- updating all the things in Bamboo to prep for new year and doing end-of-year HR updating for benefits so that everything transitions smoothly in January

Leigh

- Benton City Council unanimously approved the lease of the Gann Museum by SCL
 - next steps will be to meet with the Gann board president and hash out details of acquisition

Kari

- Communico everyone should have a login; if you don't, let Kari know so that she can get you set up
 - same goes for Canva/Library Aware
- CED meeting will be Wednesday @ 1:00 PM in meeting room
- we have to find a new vendor for our staff library shirts; our orders are too much for the current vendor's machine
 - embroidery machine is still working great, so she will get us samples and quotes for jackets/cardigans/ etc.
 - in talks with Sport Shop for t shirts
- signs are at a standstill; will be reaching out to manager of company to figure out a solution
- Leadership Saline County will hold their board meetings at the library for foreseeable future
- annual website reviews are coming up
 - will reach out to department heads to get assistance
- holiday cards are in: will send to top 50 patrons at both locations and send to top community partners; let Kari know if you have any partners that need to be added
- Wrapping Station will be set up at both locations
 - located in adult computer lab in Benton

- need volunteers for City of Bryant Holiday Block Party on December 10th

Wendy

- YS meeting will be Wednesday @ 1 00 PM in the Board Room
- holiday school visits will be next week!
- Santa will be at the Benton library on Tuesday next week from 5 00 6 30
 - holiday open house will run simultaneously with live music, refreshments, and crafts!
- Santa will be at the Bryant Library on Thursday next week from 5 00 6 30
 - holiday open house will run simultaneously with refreshments and crafts
- Cheyenne's drop-in baby shower will be on Friday, December 9th @ 1:30 PM in the storytime room

Rebecca

- has been chosen to be in the 2023 class for Leadership Saline County
- will be a judge for the Parkway Spelling Bee

Brad

- will conduct a tornado drill Wednesday, November 30th at both libraries

Amanda

- will create a winter photo op with Bella in the Cave of Wonders area
- dress-up days for Christmas week will include crazy sock day, ugly sweater day, light-up day,
- holiday treats out for patrons the week of Christmas at both locations - more details to come

Rob

- data hardwiring for Benton lockers is run; will work on hooking up data to lockers
- searching for coin op power cord
- working on setting up Google for nonprofit

Stacy

- working on a new system for keeping track of memorials for quick reference
 - a new form will be created for memorial/honorariums to help alleviate confusion when acknowledging the donation/memorial and staff need to ensure that the forms are completely filled out



Leigh Espey Library Manager

Phone [\(501\) 778 4766 xt 1002](tel:(501)778-4766-xt1002)

Email LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Upcoming event

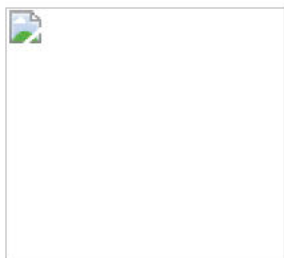
Bella Cusimano <bellac@salinecountylibrary.org>

Tue 11/29/2022 2:37 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Is anyone interested in working Saturday, December 10th at the Bryant Christmas parade, or the Santa's Block party? The parade is at 10:30 am and the block party is 11a-4p. If you decided to do the block party, you don't have to do the entire time.

Please let me and your supervisor know if you would like to participate!



Bella Cusimano
Outreach Coordinator

Phone [\(501\) 778 4766 ext 1304](tel:(501)7784766ext1304)

Email BellaC@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Saline Courier request

Kari Lapp <karil@salinecountylibrary.org>

Tue 11/29/2022 1:20 PM

To: Patty Hector pattyh@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org
nope!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Patty Hector <pattyh@salinecountylibrary.org>
Sent: Tuesday, November 29, 2022 1:20 PM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Saline Courier request

I have no idea do you know who she is?

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Tuesday, November 29, 2022 1:05 PM
To: Patty Hector <pattyh@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Saline Courier request

This email is weird. I am assuming she means the Warm Wishes Windows??



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Patty Hector <pattyh@salinecountylibrary.org>
Sent: Tuesday, November 29, 2022 1:04 PM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Saline Courier request

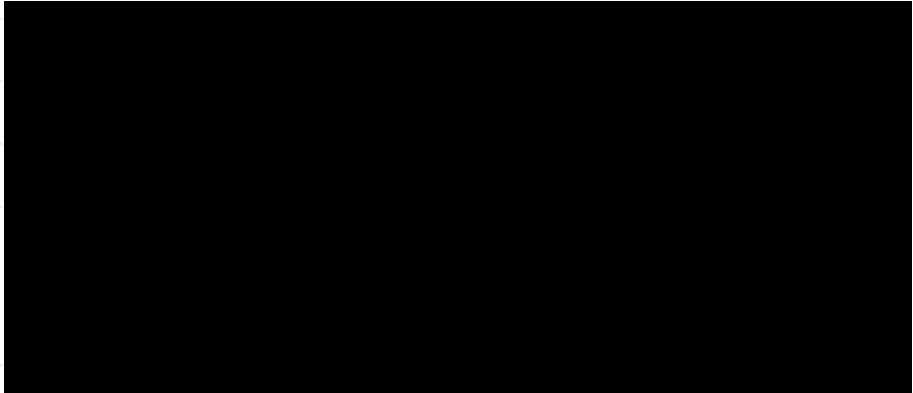
From: Wufoo <no-reply@wufoo.com>
Sent: Tuesday, November 29, 2022 1:01 PM
To: SCLHelp <sclhelp@salinecountylibrary.org>
Subject: Contact Us [#131]

Name *

Email *

What is this regarding? *

Questions/Comments *



This email was sent from outside the organization.

Re: Please do some promo

Kari Lapp <karil@salinecountylibrary.org>

Tue 11/29/2022 10:33 AM

To: Francesca Castro francescac@salinecountylibrary.org

2 attachments (5 MB)

Holiday Wreath Making 2022.png Jackbox @ Lot pizza flyer.png



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Tuesday, November 29, 2022 9:17 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Re: Please do some promo

Can you resend them not in pdf format.

Get [Outlook for iOS](#)

From: Kari Lapp karil@salinecountylibrary.org

Sent: Tuesday, November 29, 2022 8:55:32 AM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Please do some promo

I will send you more as I get them.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Fw: Holidays on hoopla!

Kari Lapp <karil@salinecountylibrary.org>

Tue 11/29/2022 10:32 AM

To: Francesca Castro francescac@salinecountylibrary.org



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Renee Poczekaj <rpozcekaj@midwesttapes.com>

Sent: Tuesday, November 29, 2022 9:59 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Holidays on hoopla!

Hi,

The holiday are quickly approaching! Why not, for the month of December, give the gift of entertainment with extra circulation on hoopla digital?

'Tis the season for travel and extra time spent with family at home! Additional circulations provide your patrons the ability to unwrap the breadth and depth of content that is available on hoopla digital maybe even on a new device. If you decide to raise your borrow limit, we can provide you with materials to share the news with your patrons. Give me a call at **1 800 875 2785!**

Check out our holiday collection here [Holiday on hoopla!](#)

DID YOU KNOW Navigating our website is about to get easier! Introducing our Mega Menu, offering our library partner quick access to genres, newly featured content, and curated collections across all formats: [Mega Menu with Midwest Tape](#)

Happy Holidays,

Renee

Renee Poczekaj
Account Executive



t: **(800) 875-2785**
f: (800) 444-6645
e: rpozcekaj@midwesttapes.com

a: PO Box 820, Holland, OH 43528

w: https://go.midwesttape.com/e/279222/2022-11-29/zbp8q/1314674253?h=-sl_9SL7a03ku6paVh7EnjOMYOH2E4gVRG-TyrM3H6M

https://go.midwesttape.com/e/279222/2022-11-29/zbp8x/1314674253?h=-sl_9SL7a03ku6paVh7EnjOMYOH2E4gVRG-TyrM3H6M

[manage my subscription preferences](#)

This email was sent from outside the organization.

Decembers Teen Book List

Julieana Joiner <julieanaj@salinecountylibrary.org>

Tue 11/29/2022 10:20 AM

To: Francesca Castro francescac@salinecountylibrary.org ;Kari Lapp karil@salinecountylibrary.org

📎 1 attachments (793 KB)

December Book List.pdf



Julie Joiner

Branch Youth Services Programmer

Phone: [\(501\) 847-2166 ext 2604](tel:(501)847-2166)

Email: julieanaj@salinecountylibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



Phone directory

Rob Walton <Robw@salinecountylibrary.org>

Tue 11/29/2022 10:18 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

All, I am getting ready to update the phone directory and I need your help. If you have a desk phone, please reply and let me know what your extension is. Thank you!



Rob Walton (*He/Him/His*)

Building Operations Manager

Office: [\(501\) 778-4766](tel:(501)778-4766) xt 1561

Mobile: [\(757\) 749-9559](tel:(757)749-9559)

Email robw@salinecountylibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



About Me

Fw: 2023 Library Juice Course Requests Link

Leigh Espey <leighe@salinecountylibrary.org>

Tue 11/29/2022 10:05 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

📎 1 attachments (464 bytes)

ATT00001.txt

**Leigh Espey**
Library ManagerPhone [\(501\) 778 4766 xt 1002](tel:(501)778-4766-xt-1002)Email LeighE@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)

From: ARKLIB-L <arklib-l-bounces@arlib.org> on behalf of Miller, Janine (ASLIB)<Janine.Miller@ade.arkansas.gov>**Sent:** Tuesday, November 29, 2022 9:57 AM**To:** arklib-l@arlib.org <arklib-l@arlib.org>**Subject:** [Arklib-l] 2023 Library Juice Course Requests Link

Hello all,

Below is the link for 2023 Library Juice Course Requests that are provided by the Arkansas State Library. There have been a few updates to the 2023 form. Please feel free to register for 2023 courses and share with coworkers, colleagues, and staff.



If anyone has any questions, please feel free to reach out. Thanks, and hope you have a great day

Janine Jamison-Miller
Coordinator of Training & Development

Arkansas State Library
501.682.5291

This email was sent from outside the organization.

November News Article

Dana Bloch <danab@salinecountylibrary.org>

Mon 11/28/2022 9:28 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Hi, guys Can you please put the news article from November, the one about all our Christmas activities, on social media, and also have it on the rotation on the website For You kids page? Right now all the news stories and book lists are pretty old. I just want people to be able to find it and read it before the Christmas activities actually start. Thanks!



Dana Bloch
Youth Services Programmer

Phone: [\(501\) 778-4766 xt 1388](tel:(501)778-4766)

Email:

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Reply

Forward



Christmas Photo

Heather Phipps <heatherp@salinecountylibrary.org>

Wed 11/23/2022 1:49 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Hello!

If you would like to have a copy of your Christmas photo, I took I put them in the P Drive in Staff Fun in the Christmas 2022 folder.

Thanks!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



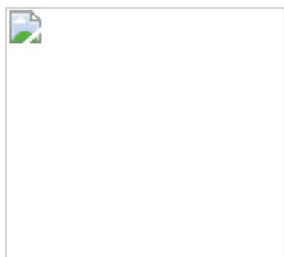
Re: On the look for a book!

Rachel Wallace <rachelw@salinecountylibrary.org>

Wed 11/23/2022 10:39 AM

To: Amanda Garrison AmandaG@salinecountylibrary.org ;allstaff@salinecountylibrary.org
<allstaff@salinecountylibrary.org>

A patron left it at a hospital, and she thought they would return it for her. I just wanted to check all the nooks and crannies



Rachel Wallace

Bryant Branch Assistant Manager

Phone: [\(501\) 847-2166 xt 1118](tel:(501)847-2166)

Email: RachelW@salinecountylibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Amanda Garrison <AmandaG@salinecountylibrary.org>

Sent: Wednesday, November 23, 2022 10:22 AM

To: Rachel Wallace <rachelw@salinecountylibrary.org>; allstaff@salinecountylibrary.org
<allstaff@salinecountylibrary.org>

Subject: Re: On the look for a book!

I don't see it on our shelves, but it's discarded. Does that make a difference in your search?

We do have a copy here if you need it for a hold.



Amanda Garrison she | her

Public Services Manager, MLS

Phone [\(501\) 778 4766 xt 1606](tel:(501)778-4766)

Email: AmandaG@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



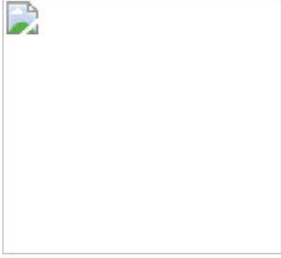
From: Rachel Wallace rachelw@salinecountylibrary.org

Sent: Wednesday, November 23, 2022 10 18 AM

To: allstaff@salinecountylibrary.org allstaff@salinecountylibrary.org

Subject: On the look for a book!

Has anyone happened to have seen the LP book "The House We Grew Up In" by Lisa Jewell? The barcode is 34766004429821 and it's a Bryant item



Rachel Wallace
Bryant Branch Assistant Manager

Phone: [\(501\) 847-2166 xt 1118](tel:(501)847-2166)

Email: RachelW@salinecountylibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



Re: Closing early

Rebecca Kidder <rebeccak@salinecountylibrary.org>

Wed 11/23/2022 8:28 AM

To: Leigh Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Rachel Wallace <rachelw@salinecountylibrary.org>

I think ours just say the two days were closed. We usually close at 5:30 on Wednesday's.

It would be nice to have it out on the closed sign that Benton is closing early so people don't go over there thinking they're open.

From: Leigh Espey <leighe@salinecountylibrary.org>

Sent: Wednesday, November 23, 2022 8:01:20 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Closing early

We do in Benton. I saw them yesterday. Francesca, did you send those to Bryant?

Leigh Espey

Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)

Website: www.SalineCountyLibrary.org

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Tuesday, November 22, 2022 9:55:56 PM

To: Leigh Espey <leighe@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Closing early

Do we have signs out saying we are closing at 5:30 on Wednesday instead of 7?



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Fw: What's Going on at the Library in December

Leigh Espey <leighe@salinecountylibrary.org>

Fri 12/2/2022 8:24 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Hello!

Can the person listed below please be removed from our email lists?

Thanks!



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: [REDACTED]
Sent: Thursday, December 1, 2022 6 04 PM
To: SCLHelp sclhelp@salinecountylibrary.org
Subject: Re What's Going on at the Library in December

Unsubscribe

Sent from my iPhone

On 1 Dec 2022, at 18:45, Saline County Library <sclhelp@salinecountylibrary.org> wrote:

WHAT'S GOING ON AT THE LIBRARY THIS MONTH?

Adult Programs



Diamond Art Snowflakes
Wednesday, December 7
10:00 AM | Bryant



I told You I Was Sick
Wednesday, December 14
10:00 AM | Benton



Wreath Making 101
Saturday, December 17
3:00PM | Benton Farmers Market

Teen Programs



Mini Game Monday
Mondays
4:00 PM | Benton



Minecraft Tuesday
Tuesdays
4:00 PM | Virtual



Teen Drawing Club
Wednesdays
4:00 PM | Benton

Tween Programs



American Girl Club
Saturday, December 3
10:30 AM | Bryant



Next Level Gamers
Tuesdays
4:00 PM | Bryant



After School Special!
Wed, December 14
3:00 PM | Bryant

Children Programs



Sensory Storytime
Mondays
10:30 AM | Benton



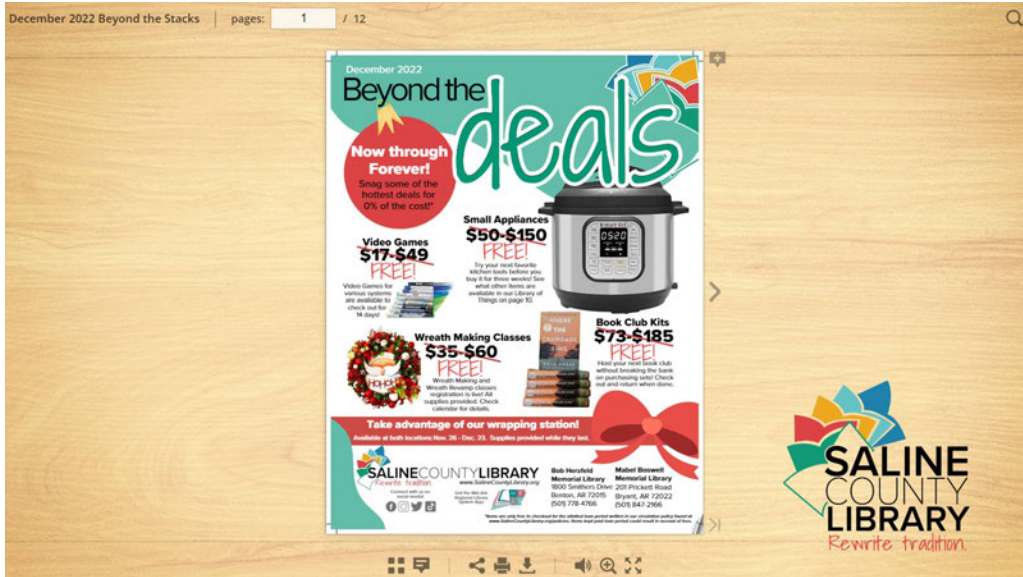
Gingerbread Storytime
Monday, December 19
10:30 AM | Bryant



Noon Years Eve
Saturday, December 31
11:30 AM | Benton

What's in this month's magazine?

[View full *Beyond the Stacks* magazine.](#)





Seasonal Festivities for the Whole Family!

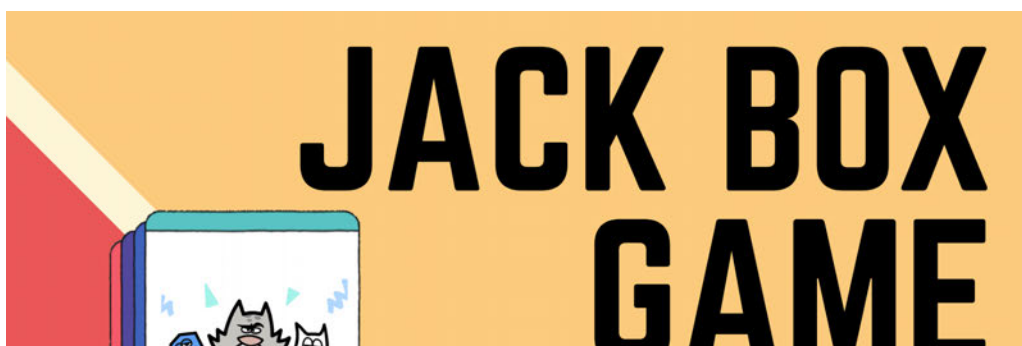
Stop by our Benton location for holiday-themed refreshments, crafts, and live music to get the whole family in the holiday spirit!

Tuesday, December 6, 2022

5:00-6:30 p.m. Pictures with Santa

5:00-6:00 p.m., holiday carols performed by the Benton High School Chamber Choir

6:00-7:00 p.m. The Ginsingers will delight listeners with American Standards and holiday favorites





FRIDAY NIGHT

**FRIDAY
Dec. 9th
7 PM-9 PM
Pasta J's
Benton**





Holiday WREATH MAKING

Reserve your seat to make your own holiday wreaths this year! Two opportunities.
Free to attend. All supplies provided.

Wreath Revamp
Thursday, Dec. 8
6PM - 7PM



Bob Herzfeld Memorial
Library (Benton)

**Take those old
garland wreaths and
give them new life!
Bring your own or use
one of ours.**



Wreath Making 101

Saturday, Dec. 17

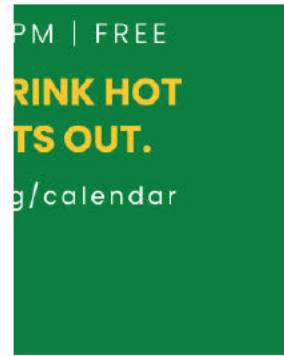
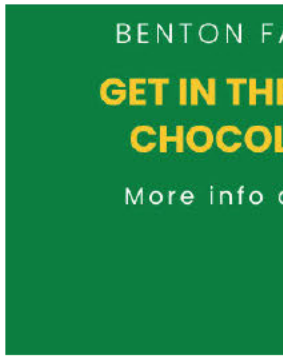
Holiday Hours

- December 22- Close at 5:30 PM
- December 23- Closed
- December 24- Closed
- December 25- Closed
- December 26- Closed
- December 27- Resume regular business hours

SALINE COUNTY LIBRARY
Pleasure Tradition

[View Library Hours & Locations](#)

FRIDAY, DEC. 16



Connect with us!

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 instagram
 youtube
 linkedin

Download our app on [Google Play](#) or the [App Store](#)!

Benton:
 1800 Smithers Dr Benton, AR 72015
 Phone: (501) 778-4766
Bryant:
 201 Pricket Rd Bryant, AR 72022
 Phone: (501) 847-2166

This email was sent from outside the organization.

Re: Full Time Library Assistant Position Open

Heather Phipps <heatherp@salinecountylibrary.org>

Fri 12/2/2022 7:33 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Reminder if the job is posted internally, please do not share the link with outside individuals.

Thank you,



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Heather Phipps

Sent: Tuesday, November 29, 2022 8:16 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Full Time Library Assistant Position Open

Good Morning,

As most of you know Belinda will be retiring next month I have posted her job **INTERNALLY** only till Friday. Have your resume updated and be prepared for some tough competition in the interview process because I know we have some great candidates. Please keep in mind that if you are currently in the same pay grade as this position (pay grade 2) then this is not considered a promotion, but a lateral move and you will be eligible for Full Time benefits and hours.

Here is the link to apply.





Library Assistant

The Library Assistant is responsible for providing outstanding customer service to library patrons from the Public Services desk. Qualifications High School Diploma plus 2 years of customer service experience are required. The successful applicant needs to be friendly, outgoing,

sclibrary.bamboohr.com

Thank you!



Heather Phipps, PHR Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: heatherp@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Letters to Santa

Rebecca Griffin <rebeccag@salinecountylibrary.org>

Thu 12/1/2022 1:58 PM

To: Rebecca Kidder rebeccak@salinecountylibrary.org ;Francesca Castro <francescac@salinecountylibrary.org>;Julieana Joiner <julieanaj@salinecountylibrary.org>

Yep! We've got Letters to Santa up and running.



Becca Griffin

Branch Youth Services Programmer

Phone: [\(501\) 847-2166 ext 2603](tel:(501)847-2166)

Email RebeccaG@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Sent: Thursday, December 1, 2022 11:45 AM

To: Francesca Castro <francescac@salinecountylibrary.org>; Rebecca Griffin <rebeccag@salinecountylibrary.org>; Julieana Joiner <julieanaj@salinecountylibrary.org>

Subject: Re: Letters to Santa

I think so, but I'm adding Becca and Julie so they can tell you for sure.

From: Francesca Castro francescac@salinecountylibrary.org

Sent: Thursday, December 1, 2022 11 45 AM

To: Rebecca Kidder rebeccak@salinecountylibrary.org

Subject: Letters to Santa

Does Bryant have a write letters station?

Someone asked on FB

Thanks!



Francesca Castro

Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Saline County Speaks

Alan Robinette <AlanR@salinecountylibrary.org>

Thu 12/1/2022 9:08 AM

To: Francesca Castro francescac@salinecountylibrary.org

Hi Fran,

I'll be in at 11 and can help you look in the P-drive. I think it's there but I can't access it offsite. Also, I want to give [REDACTED] one more opportunity before I totally give up on that. I would much rather go live with her then do some thing we have already done. Is it OK if I stop by and see you around 11?

On Dec 1, 2022 at 8:57 AM, <[Francesca Castro](#)> wrote:

Hi Alan, where can I find the SCS video you want me to post today?

From: Alan Robinette <AlanR@salinecountylibrary.org>
Sent: Wednesday, November 16, 2022 1:51 PM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Saline County Speaks

Thank you! I'm glad you emailed me I am attaching the thumbnail for tomorrow's SCS, which is on Wave, under Saline County Speaks, with the title RobinLinda. It was originally supposed to be [REDACTED] but she has had some illness in her family so I swapped them. i changed Communico's picture and text, but want to make sure you also have the right schedule for social media. Shameka will now be 12/1.



Alan Robinette

Community Librarian, MLIS

Phone: [\(501\) 778-4766 xt 1201](tel:(501)778-4766)

Email: AlanR@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Wednesday, November 16, 2022 1:39 PM
To: Alan Robinette <AlanR@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>
Subject: Saline County Speaks

Hi Alan, I am just letting you know I am trying to bring our LinkedIn account back to life. I will be adding your Saline County Speaks Videos on there as well as posting them on YouTube.



Francesca Castro

Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



[About Me](#)

Re: News story for January

Kari Lapp <karil@salinecountylibrary.org>

Wed 11/30/2022 4:03 PM

To: Bella Cusimano bellac@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

This will actually go out in December. Is that ok?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Bella Cusimano <bellac@salinecountylibrary.org>
Sent: Wednesday, November 23, 2022 3:45 PM
To: Francesca Castro <francescac@salinecountylibrary.org>
Cc: Kari Lapp <karil@salinecountylibrary.org>
Subject: News story for January



Bella Cusimano
Outreach Coordinator

Phone: [\(501\) 778-4766 ext 1304](tel:(501)778-4766)

Email: BellaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



Re: Welcome Edi Baker to Saline County Library

Francesca Castro <francescac@salinecountylibrary.org>

Wed 11/30/2022 4:03 PM

To: Kari Lapp karil@salinecountylibrary.org

I sent her the welcome email, but she has not responded.

From: Kari Lapp karil@salinecountylibrary.org
Sent: Wednesday, November 30, 2022 4:02 PM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Fw: Welcome Edi Baker to Saline County Library

Are you able to get her bitmoji and make her staff page?



Kari Lapp
Community Engagement Manager

Phone: (501) 778-4766 xt 1350
Email KariL@SalineCountyLibrary.org
Address: 1800 Smithers Dr. Benton, AR 72015




From: notifications@app.bamboohr.com <notifications@app.bamboohr.com> on behalf of BambooHR <notifications@app.bamboohr.com>
Sent: Monday, November 28, 2022 3:04 AM
To: Kari Lapp karil@salinecountylibrary.org
Subject: Welcome Edi Baker to Saline County Library

Welcome Edi Baker!

Edi is joining us as Youth Services Assistant



Edi Baker

 Youth Services Assistant

 Benton

Hey Team,

We are happy to have Edi Baker join us as Youth Services Assistant. Edi's first day is today, so please take the time to say hi and welcome Edi to the team.

Get to Know Edi:

If you could choose one super power, what would it be?

[Redacted]

What is the nerdiest thing you do in your spare time?

[Redacted]

What's the strangest talent you have?

[Redacted]

Are you a cat person or a dog person (or other)?

[Redacted]

to BambooHR
email was sent from outside the organization. bamboohr

Re: November news story?

Kari Lapp <karil@salinecountylibrary.org>

Thu 11/10/2022 4:50 PM

To: Susie Sward SusieS@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Francesca, there is a little bit of misunderstanding. Susie sent in a news story for the beginning of the month that should have went on the website and then also posted on Facebook. I will see if I can find it and forward it to you but we need to get that one scheduled.

**Kari Lapp****Community Engagement Manager**Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)

From: Susie Sward <SusieS@salinecountylibrary.org>**Sent:** Thursday, November 10, 2022 2:20 PM**To:** Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>**Subject:** Re: November news story?

Cool. Maybe I misunderstood what the news stories were for/where they'd be published. As long as it's getting used, I'm Gucci

From: Francesca Castro <francescac@salinecountylibrary.org>**Sent:** Thursday, November 10, 2022 2:17 PM**To:** Susie Sward <SusieS@salinecountylibrary.org>**Subject:** Re: November news story?

I think we are adding it to the magazine

From: Susie Sward SusieS@salinecountylibrary.org**Sent:** Thursday, November 10, 2022 2:14 PM**To:** Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org**Subject:** November news story?

Hey, has my November news story been published anywhere? I didn't see it on our website ...



Susie Sward
Adult Programmer

Phone: [\(501\) 778-4766 xt 1302](tel:(501)778-4766)

Email: SusieS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: November News Story

Dana Bloch <danab@salinecountylibrary.org>

Thu 11/10/2022 4:09 PM

To: Francesca Castro francescac@salinecountylibrary.org

 [November Book List.docx](#)

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Thursday, November 10, 2022 9:16 AM

To: Dana Bloch <danab@salinecountylibrary.org>

Subject: Re: November News Story

Hey do you have the children's booklist?

From: Dana Bloch <danab@salinecountylibrary.org>

Sent: Tuesday, November 8, 2022 12:28 PM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Subject: November News Story

Hey guys! When you post this one, will you also post it on Facebook? It's all our Christmas programs and I want to make sure people see it!  [November News Story.docx](#)



Dana Bloch
Youth Services Programmer

Phone: [\(501\) 778-4766 xt 1388](tel:(501)778-4766)

Email:

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Reply **Forward**



Re: Updated Image

Leigh Espey <leighe@salinecountylibrary.org>

Thu 11/10/2022 2:44 PM

To: Francesca Castro francescac@salinecountylibrary.org

You're welcome!



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Thursday, November 10, 2022 2:42 PM

To: Leigh Espey leighe@salinecountylibrary.org

Subject: Re Updated Image

Thanks!

From: Leigh Espey <leighe@salinecountylibrary.org>

Sent: Thursday, November 10, 2022 2:40 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Cc: Susie Sward <SusieS@salinecountylibrary.org>

Subject: Updated Image

Hi Francesca!

Here's the updated obituary image. Sorry I missed the wording change!



Leigh Espey
Library Manager

Phone [\(501\) 778 4766 xt 1002](tel:(501)778-4766)

Email LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Home bound and Delivery

Mason Newberry <masonn@salinecountylibrary.org>

Thu 11/10/2022 1:29 PM

To: Francesca Castro francescac@salinecountylibrary.org

For the month of October, deliveries were 5 and Homebound was around 12



Mason Newberry

Adult Programmer

Phone [\(501\) 778 4766 t 1603](tel:(501)778-4766-t1603)

Email Ma_onN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Thursday, November 10, 2022 1 28 PM

To: Mason Newberry masonn@salinecountylibrary.org

Subject: Home bound and Delivery

Hi, do you have the stats for homebound and delivery?



Francesca Castro

Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766-xt1338)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Care Kits

Rachel Wallace <rachelw@salinecountylibrary.org>

Thu 11/10/2022 11:51 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Thank you so much! That was fast! Also, I noticed Amanda and Leigh were not tagged. Did you mean to tag them?

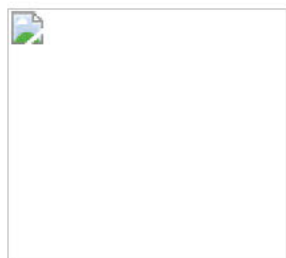
**Rachel Wallace****Bryant Branch Assistant Manager**Phone [\(501\) 847 2166 xt 1118](tel:(501)8472166xt1118)Email: RachelW@salinecountylibrary.orgAddress: [201 Prickett Rd. Bryant, AR 72022](https://www.google.com/maps/place/201+Prickett+Rd,+Bryant,+AR+72022)**From:** Kari Lapp <karil@salinecountylibrary.org>**Sent:** Thursday, November 10, 2022 11:29 AM**To:** Rachel Wallace <rachelw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Subject:** Re: Care Kits

Here you go. Amanda and Leigh, can you please replace these with the ones on the floor?

Thank you,

**Kari Lapp****Community Engagement Manager**Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766xt1350)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)**From:** Rachel Wallace <rachelw@salinecountylibrary.org>**Sent:** Thursday, November 10, 2022 11:13 AM**To:** Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Subject:** Re: Care Kits

Here is what ours look like We also need an updated one due to the logo change



Rachel Wallace
Bryant Branch Assistant Manager

Phone: [\(501\) 847-2166 xt 1118](tel:(501)847-2166)
Email: RachelW@salinecountylibrary.org
Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Wednesday, November 9, 2022 8:58 PM
To: Rachel Wallace <rachelw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Care Kits

What do the current sign you have look like or say?



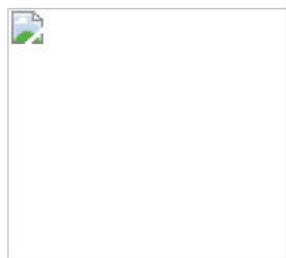
Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email KariL@SalineCountyLibrary.org
Address: [1800 Smither Dr Benton, AR 72015](#)



From: Rachel Wallace <rachelw@salinecountylibrary.org>
Sent: Monday, November 7, 2022 4:22 PM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Care Kits

Oh! Could we get new signs that include something that says, only available when in stock.



Rachel Wallace
Bryant Branch Assistant Manager

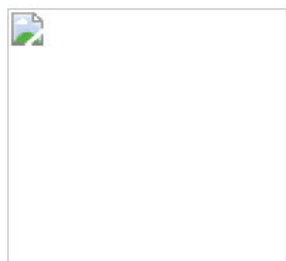
Phone: [\(501\) 847-2166 xt 1118](tel:(501)847-2166)
Email: RachelW@salinecountylibrary.org
Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Rachel Wallace <rachelw@salinecountylibrary.org>
Sent: Monday, November 7, 2022 4:18 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Care Kits

Well, that's sad but thank you!



Rachel Wallace
Bryant Branch Assistant Manager

Phone: [\(501\) 847-2166 xt 1118](tel:(501)847-2166)
Email: RachelW@salinecountylibrary.org
Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Friday, November 4, 2022 5:11 PM
To: Rachel Wallace <rachelw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Care Kits

We were told by the auditor we cannot purchase any of those supplies so we have to use what is in the pantry for that.



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766 t 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Rachel Wallace <rachelw@salinecountylibrary.org>
Sent: Friday, November 4, 2022 3:58:21 PM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Care Kits

Hi!

Do/did we have diaper wipes in our Care Kits? If so, we are out and may we get some more.



Rachel Wallace

Bryant Branch Assistant Manager

Phone: [\(501\) 847-2166 xt 1118](tel:(501)847-2166)

Email: RachelW@salinecountylibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



BiblioCommons Helpful Steps

Leigh Espey <leighe@salinecountylibrary.org>

Thu 11/10/2022 11:03 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Hello!

Here are two step-by-step guides for BiblioCommons. The first is how to set up your account.

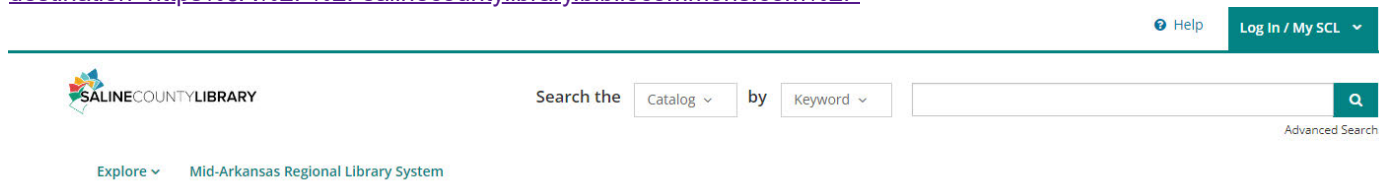
The second is steps on how to unregister a patron. You shouldn't need to use this option often, but we wanted you to have the information just in case.

Account Set-up

Good morning, [REDACTED]!

The first time you log into the new catalog, you should be prompted to log in with your library card and PIN:

<https://salinecountylibrary.bibliocommons.com/user/login?destination=https%3A%2F%2Fsalinecountylibrary.bibliocommons.com%2F>



Log In

Username or Barcode:

Password:

[Forgot your Password?](#)

Remember me on this device

[Log In](#) [Get a Card](#)

Welcome to Your New Catalog!

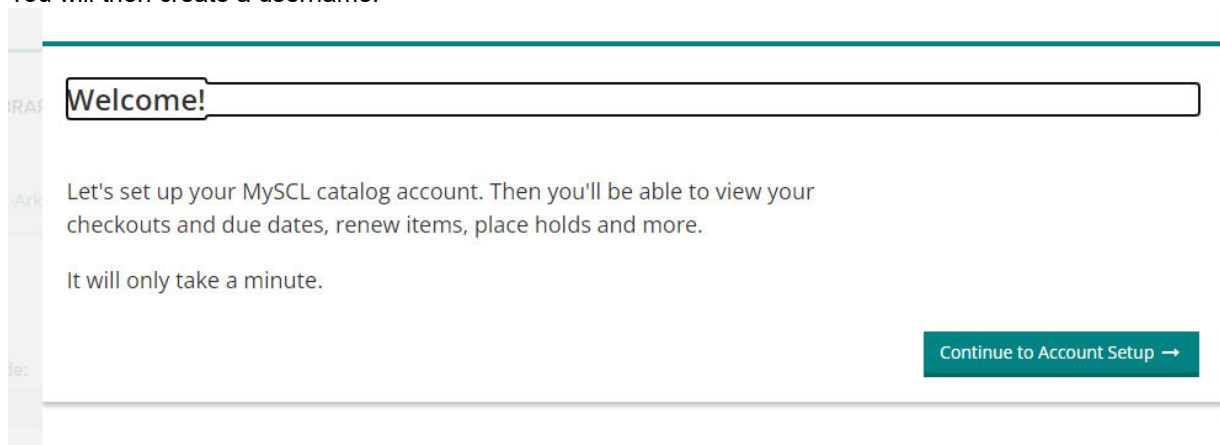
Here's what's new...

- Find what you want with a better search.
- Track your borrowing.
- Rate and review titles you borrow, and share your opinions on them.
- Get personalized recommendations.

Trouble logging in?

[Click here for help.](#)

You will then create a username:



The first screen for account setup will verify your information:

1 2

My Account Setup

Verify your information
The library has the following information on file for this card.

| First Name | Last Name |
|---------------|-----------|
| Leigh (Staff) | Espey |

Email Address
leighe@salinecountylibrary.org

Date of Birth
[REDACTED]

[See any incorrect information?](#)

[Continue →](#)

i You will receive reminders about your borrowing activity. The Library and its partners will not send unsolicited email using the information provided here. [More](#)

i Your birth date is used to determine if you are a minor. It is never made public.

When you click "Continue", you will be prompted to create a Username and accept the terms:

1 2

My Account Setup

Create a username to complete your account setup
All fields are required

Create a Username
Leigh_E

Terms and Conditions
 I accept the following terms:
[BiblioCommons Terms of Use](#)

[← Back to previous step](#) [Complete Account Setup](#)

i Usernames can contain letters, numbers and underscores. You can use your username to sign in and to make community contributions. [More](#)

You will then receive confirmation that your account has been successfully setup!

Your account is now set up!

Your username is:
Leigh_E

[Go back to what I was doing](#) [Continue to My Account →](#)

If you currently have your borrowing history displayed in your account, you can activate that in the new catalog as well. Or, if you do not currently have that feature activated and would like to, you may enable it now:



Search the by

Explore

Welcome to your New Catalog!

The following additional optional settings will help us personalize your account before you get started.

Borrowing History

This will display your borrowing history in your user account. This is private and can be turned off at any time. [?](#)

Privacy Defaults

My Shelves

- Automatically mark newly added **completed** items as private.
- Automatically mark newly added **in-progress** items as private.
- Automatically mark newly added **for-later** items as private.

The next time you access the catalog or want to log into your account online, you can still use your library card barcode and PIN or the username you created and your PIN.

Unregistering Patron

All staff accounts have the ability to unregister a user's account, so that they can register again.

After logging in, look for the Admin wrench and dropdown, then go to Manage User Account.



Use the search options to find the patron.

Manage User Account

Find the user account to manage.

Enter the patron's username, barcode, or email address.

Username, Barcode, or Email Address:


OR

Enter the patron's first name and last name.

First Name:

Last Name:

After a patron is selected, look for the button to Unregister.



Search the by

Explore

Manage User Account

[← Search for another user account](#)

i Remember to verify the person's full name to ensure this is the correct account.

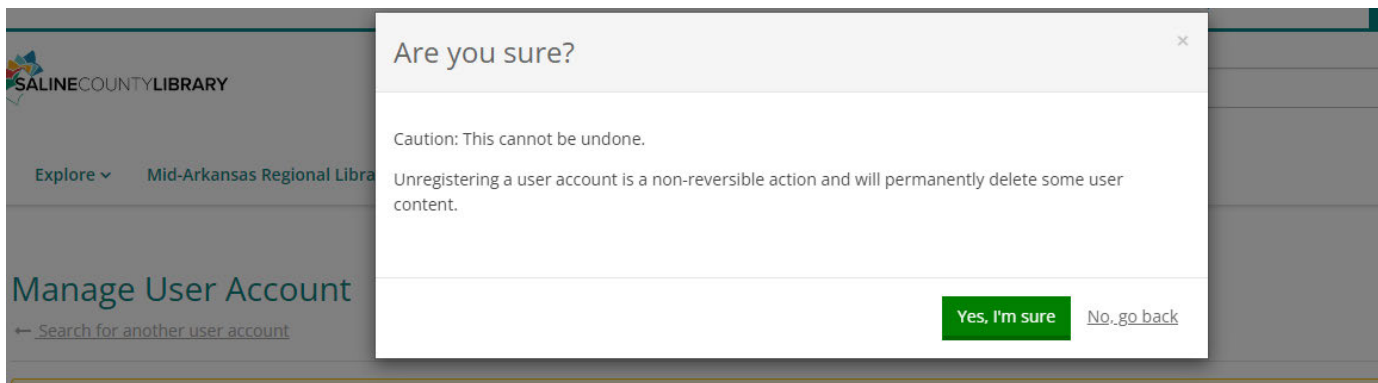
[Redacted]

Barcode: **[Redacted]**
 Username: **[Redacted]**
 Email Address: **[Redacted]**
 Date of Birth: **[Redacted]**

Account Actions

Account Status: Unlocked

A pop-up will ask if you are sure. Choose "Yes, I'm sure." if you are sure.



Please, let me know if you have any questions. These instructions can be easily copied and pasted to pass along to any patrons that reach out and need assistance.

Thank you for all that you do and for helping our patrons!



Leigh Espey
Library Manager

Phone: [501\) 778-4766 xt 1002](tel:5017784766)
Email: LeighE@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Carpool Cinema

Mason Newberry <masonn@salinecountylibrary.org>

Thu 11/10/2022 10:54 AM

To: Francesca Castro francescac@salinecountylibrary.org

I think we can respond back and say Elf, but we cannot put it in the description ask Kari to make sure



Mason Newberry
Adult Programmer

Phone [\(501\) 778 4766](tel:(501)7784766) t 1603

Email Ma_onN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Thursday, November 10, 2022 10 53 AM

To: Mason Newberry masonn@salinecountylibrary.org

Subject: Re Carpool Cinema

someone asked what movie. What should i respond back?

From: Mason Newberry masonn@salinecountylibrary.org

Sent: Thursday, November 10, 2022 10 52 AM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Re Carpool Cinema

It is! But we can't say elf according to our contract,



Mason Newberry
Adult Programmer

Phone [\(501\) 778 4766](tel:(501)7784766) t 1603

Email Ma_onN@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Thursday, November 10, 2022 10 47 AM

To: Mason Newberry masonn@salinecountylibrary.org

Subject: Carpool Cinema

Double Checking that the movie is elf for December carpool Cinema.



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email France_caC@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Promoting New Creativebug Classes for November

Kari Lapp <karil@salinecountylibrary.org>

Thu 11/10/2022 10:35 AM

To: Francesca Castro francescac@salinecountylibrary.org

Sure. Just put it in the mix. Doesn't have to be soon or anything.

Kari Lapp
Community Engagement Manager
 Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr+Benton,+AR+72015)

[f](#) [@](#) [t](#) [About Me](#)

From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Thursday, November 10, 2022 9:10 AM
To: Kari Lapp <karil@salinecountylibrary.org>
Subject: Re: Promoting New Creativebug Classes for November

do you want me to post this?

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Wednesday, November 9, 2022 9 25 PM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Fw Promoting New Creativebug Classes for November

Kari Lapp
Community Engagement Manager
 Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)

[f](#) [@](#) [t](#) [About Me](#)

From: Patty Hector <pattyh@salinecountylibrary.org>
Sent: Wednesday, November 2, 2022 9:09 AM
To: Kari Lapp <karil@salinecountylibrary.org>
Subject: Promoting New Creativebug Classes for November

From: Alena Sheire <libraries@creativebug.com>
Sent: Tuesday, November 1, 2022 9:00 PM

To: Patty Hector <pattyh@salinecountylibrary.org>

Subject: New Creativebug Classes for November



[View in Browser](#)

New November Classes PDF, Custom Hyperlinks and Promotional Images

November is here and so are new classes to share with your patrons! This PDF is perfect for sharing in email, on social, or printing out for display in your library.

[SEE WHAT'S NEW](#)



STARTING NOVEMBER 1

*A 6-Part Home is What You Make It Class Series
with Courtney and Cobrina of Creativebug*



Access Promotional Images For New November Classes

Log into your Creativebug admin portal to access promotional images to be used on social media or in email.

Admin Portal > Resources > Creativebug Digital Toolkit > New Creativebug Classes By Month 2022 > 2022.11 November

If you don't have admin access, please reach out to your library's Creativebug administrator.

[EXPLORE ASSETS](#)



Admin Portal Tip

Have questions about user data in your admin portal?

Be sure to check out the Admin Portal

Dashboard Guide PDF for more information.

Admin Portal > Resources > Admin Portal Instructional Guides

[GET THE GUIDE](#)



**Introducing our new Instagram page
@creativebugforlibraries!**

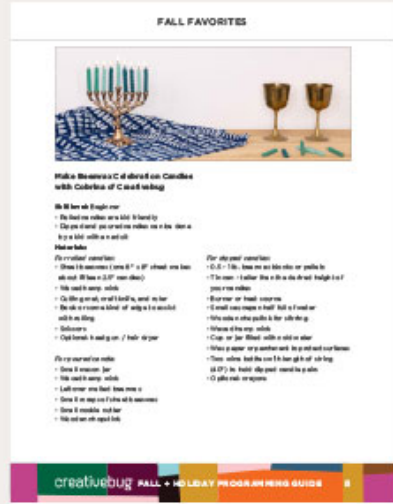
We crafted this page specifically with librarians in mind as a way to connect and inspire you. Follow along for new class release announcements, holiday project inspiration, and fellow library content. We also want to repost the awesome work you are already doing - use **#cbforlibraries** to be featured on our account.

FOLLOW US ON INSTAGRAM



The 2022 Fall & Holiday Programming Guide is here!

GET THE GUIDE





Save the Date — Live Event

CRAFTING TOGETHER

A Live Co-Crafting Event with Twinkie Chan & Mou Saha

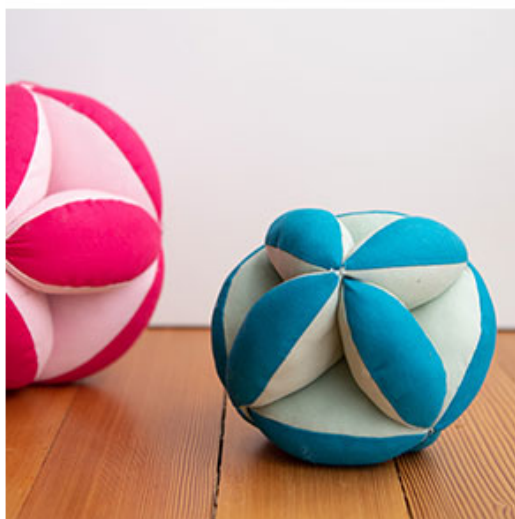
GRATITUDE JOURNALING
November 9 @ 1PM PT / 4PM ET

REGISTER NOW



Seasonal Staff Picks

Be sure to check out our favorite classes in November



Sew a Puzzle Ball
with Faith Hale



Learn to Knit: Fingerless Gloves
with Maggie Pace



Woodland Mushroom
with Tamar Mogendorf



Sew an Advent Calendar
with Leslie Schucker

For any general questions or technical issues,
please reach out to alena.sheire@creativebug.com.

For anything related to renewals, pricing,
and transactions, please reach out to
meghan.haddad-null@creativebug.com.

You're More Creative Than You Think!

Your Creativebug Library Team



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2560 Ninth Street Unit 314/316 Berkeley, CA 94710

This email was sent from outside the organization.

Re: Winter Reading promo

Kari Lapp <karil@salinecountylibrary.org>

Thu 11/10/2022 10:33 AM

To: Francesca Castro francescac@salinecountylibrary.org

2 attachments (3 MB)

Winter Reading Challenge Flyer 2022 pdf Winter Reading Challenge Flyer 2022 png

The e are the one I made for the magazine Jordan S al o made one and I believe he ent it to all taff o it hould be in your email



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smither Dr Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Thursday, November 10, 2022 9:18 AM
To: Kari Lapp <karil@salinecountylibrary.org>
Subject: Winter Reading promo

Can you send me the winter reading flyer?
Thanks,
Francesca



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)
Email: FrancescaC@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



November News Article

Cheyenne Guffy <CheyenneG@salinecountylibrary.org>

Thu 11/10/2022 9:50 AM

To: Francesca Castro francescac@salinecountylibrary.org

Cc: Kari Lapp <karil@salinecountylibrary.org>

📎 1 attachments (977 KB)

November News Article.docx;

I have attached the teen news article for November.



Cheyenne Guffy
Youth Services Librarian: Teens

Phone: [\(501\) 778-4766 xt 1351](tel:(501)778-4766)

Email: cheyenneg@salinecountylibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Re: Found this and its awesome

Patty Hector <pattyh@salinecountylibrary.org>

Thu 11/10/2022 9:30 AM

To: Kari Lapp karil@salinecountylibrary.org ;allstaff@salinecountylibrary.org
<allstaff@salinecountylibrary.org>

Cc: Jordan Reynolds <jreynolds@cityofbryant.com>

This is great! Always nice to have confirmation of a job well done.

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, November 9, 2022 7:16 PM

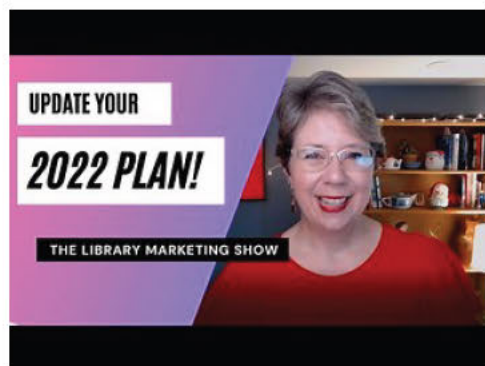
To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Cc: Jordan Reynolds <jreynolds@cityofbryant.com>

Subject: Found this and its awesome

I ju t came acro thi but I love Angela Hur h She i the library marketing guru and apparently he gave u a hout out in January for our web ite launch! How cool i that!! The whole video i only about 4 minute long and ha great info about planning for a new year but we are mentioned around the 3 minute mark.

<http://www.youtube.com/watch?v=Xe7EkbEeAPk>



3 Easy Ways to Update Your Library Marketing Plan for the New Year

The #LibraryMarketing Show, Episode 125: In this episode, I'll share three tips to help you update your library marketing for 2022. This e ercise will allow you to promote your library in a way that is strategic and focused but also flexible. Kudos in this episode go to the

www.youtube.com



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1350

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



About Me

Re: Nature Play Space Update

Jordan Sandlin <jordans@salinecountylibrary.org>

Thu 11/10/2022 9:24 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Correction!!

Due to how dark and spooky it is outside at 5:30, the winter NPS hours will be 9:00 - 5:00 (not 9 5 30) Friday and Saturday will remain the same with the hour 9 3 30 all year round. The NPS will be open from 9-6:30 again in April.



Jordan Sandlin

Tween Librarian

Phone: [\(501\) 778-4766 xt 1303](tel:(501)778-4766)

Email JordanS@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Jordan Sandlin jordans@salinecountylibrary.org
Sent: Wednesday, November 2, 2022 12:50 PM
To: allstaff@salinecountylibrary.org allstaff@salinecountylibrary.org
Subject: Nature Play Space Update

Afternoon everyone!

The Nature Play Space hours have changed for the colder months. From November - March the NPS will be open from **9 - 5:30** instead of 9 - 6:30 like it has been during the warmer month. Please keep the new hour in mind when we're talking to patrons and what not.

Thanks,
Jordan



Jordan Sandlin

Tween Librarian

Phone: [\(501\) 778-4766 xt 1303](tel:(501)778-4766)

Email: JordanS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Website Catalog

Rebecca Kidder <rebeccak@salinecountylibrary.org>

Thu 11/10/2022 8:46 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Cc: Rachel Wallace <rachelw@salinecountylibrary.org>

When you ear h the catalog on the main page of the web site, it fill take you to the old catalog.



Rebecca Kidder

Branch Manager

Phone: [\(501\) 847-2166 Ext. 1101](tel:(501)847-2166)

Email: RebeccaK@SalineCountyLibrary.org

Address: [201 Prickett Road, Bryant, AR 72022](#)



Re: Pictures and other materials for Mister Rogers Neighborhood Sweater Drive

Kari Lapp <karil@salinecountylibrary.org>

Wed 11/9/2022 9:24 PM

To: Bella Cusimano bellac@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org
Let's do a press release and website news story.

Thanks, Bella!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Bella Cusimano <bellac@salinecountylibrary.org>
Sent: Wednesday, November 2, 2022 11:20 AM
To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>
Subject: Re: Pictures and other materials for Mister Rogers Neighborhood Sweater Drive

They also include information about a press release, should we do one.



Bella Cusimano
Outreach Coordinator

Phone: [\(501\) 778-4766 xt 1304](tel:(501)778-4766)
Email: bellac@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Bella Cusimano <bellac@salinecountylibrary.org>
Sent: Wednesday, November 2, 2022 11:19 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Fw: Pictures and other materials for Mister Rogers Neighborhood Sweater Drive

Here are some graphics and social media information to use for the sweater drive we are participating in . We are donating to Safe haven (Saline County's only domestic violence shelter). The drive will run from November 5th - the 30th
I would like a couple posts about this. The beginning of November to kick it off, a reminder around the 16th and a final one the last week of November.

You can tag Safe Haven FB and add to follow their page to learn more about ways to help families in need this holiday season.



Bella Cusimano

Outreach Coordinator

Phone: [\(501\) 778-4766 xt 1304](tel:(501)778-4766)

Email: bellac@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Nick Starnes <nstarnes@myarkansaspbs.org>

Sent: Tuesday, October 25, 2022 2:10 PM

Subject: Pictures and other materials for Mister Rogers Neighborhood Sweater Drive

Hello again,

I've received a similar question from a few people, so I'll just go ahead and send you all something real quick. We are currently finishing up all of the posters for the drive. We will give those to you along with your boxes ASAP (some at the youth workshop, some in other ways) Some of you have asked if we can send a file for you to do your own poster printing. Absolutely! I'll be sure to send that as soon as our marketing department completes. In the meantime, I'm attaching a couple of logos that you can feel free to use for social media and other purposes as you see fit.

Thanks again!

Nick Starnes

Donor & Community Relations Officer

Arkansas PBS Foundation

350 S. Donaghey Ave. | Conway, Arkansas 72034

Work Cell - (501) 269-6107

nstarnes@myarkansaspbs.org | www.myarkansaspbs.org

This email was sent from outside the organization.

Fw: September Book List

Kari Lapp <karil@salinecountylibrary.org>

Wed 11/9/2022 9:01 PM

To: Francesca Castro francescac@salinecountylibrary.org

This is the November book list even though it says september. It will post on Nov. 23.



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



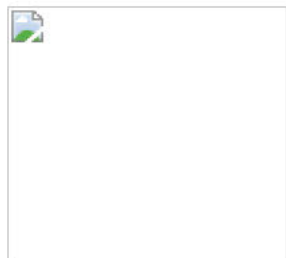
From: Lily Webb <LilyW@salinecountylibrary.org>

Sent: Monday, November 7, 2022 2:44 PM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: September Book List

[📄 Septmber Book Li t doc](#)



Lily Webb

Library Assistant

Phone: [\(501\) 778-4766](tel:(501)778-4766)

Email: LilyW@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



BiblioCommons and Checkout History

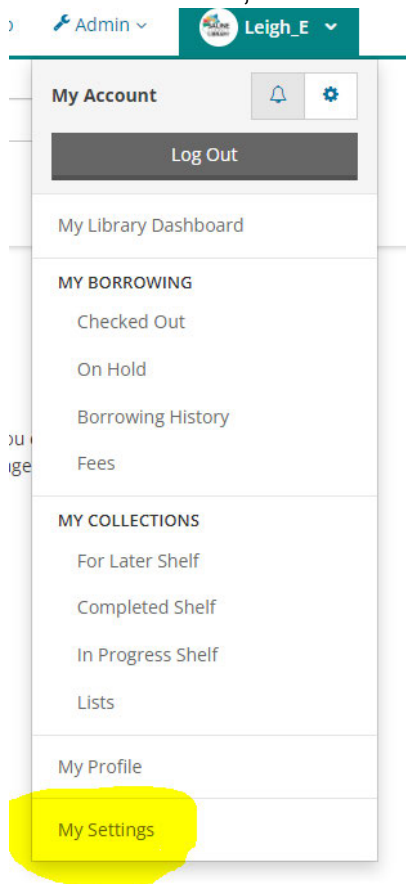
Leigh Espey <leighe@salinecountylibrary.org>

Wed 11/9/2022 3:44 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Great news!!!

Patron checkout history did actually carry over into BiblioCommons!!! When patrons create their account in Biblio, there is an option in their settings to keep their history:



Account Preferences

Saved Searches

Manage and run your favorite searches. [Change](#)

Holds and Pickup Location

Preferred pickup location: **Bob Herzfeld Memorial Library (Benton)**. Single click holds is **disabled**. [Change](#)

Community Content Defaults

Show or hide offensive & spoiler content by default. [Change](#)

Borrowing History

Your borrowing history is **enabled**. [Change](#)

If they have this option turned on in WorkFlows, it should transfer over. If they ask about their checkout history, you can give them these directions to double check that it is still enabled, and if it's not, they can easily turn it on in Biblio too.

I apologize for the confusion!



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Christmas parade

Patty Hector <pattyh@salinecountylibrary.org>

Wed 11/9/2022 3:38 PM

To: Bella Cusimano bellac@salinecountylibrary.org ;allstaff@salinecountylibrary.org
<allstaff@salinecountylibrary.org>

Count me in. I love the Christmas parade!

From: Bella Cusimano <bellac@salinecountylibrary.org>

Sent: Wednesday, November 9, 2022 3:21:04 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

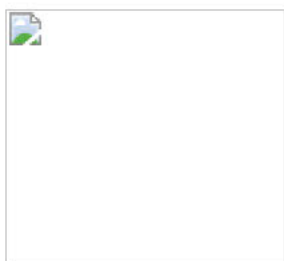
Subject: Christmas parade

Hello all!

I'm looking for staff interested in working on a Christmas float and or attending the Benton Christmas parade! The theme this year is Favorite Christmas movie ! There are already some ideas floating around but I could use some help making them come to life!! And if you are interested in attending the parade, I need staff walking alongside giving out candy.

The parade is Monday, December 5th, from 5:30-6:30.

I know we have some talented creative staff out there... (Bryant folks, I'm looking at y'all). Please let me know if you would like to help! This is all work time, so please check with your supervisor or a well



Bella Cusimano
Outreach Coordinator

Phone [\(501\) 778 4766 ext 1304](tel:(501)778-4766-ext-1304)

Email BellaC@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Passport Stats

Leigh Espey <leighe@salinecountylibrary.org>

Wed 11/9/2022 1:26 PM

To: Francesca Castro francescac@salinecountylibrary.org

New Passports: 88

Renewal assistance: Approximately 83

Total Passport Photos taken: 171



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Leigh Espey leighe@salinecountylibrary.org

Sent: Wednesday, November 9, 2022 11:43 AM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Re: Passport Stats

Sure! I can get those for you. Are you wanting the amount from September-now?



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, November 9, 2022 8:49 AM

To: Leigh Espey <leighe@salinecountylibrary.org>

Subject: Passport Stats

Good Morning, I was asking if you had the passport stats for the board meeting.

Thanks,

Francesca



Francesca Castro

Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Re: TikTok ideas

Mason Newberry <masonn@salinecountylibrary.org>

Wed 11/9/2022 12:37 PM

To: Francesca Castro francescac@salinecountylibrary.org

Works for me!



Mason Newberry
Adult Programmer

Phone [\(501\) 778 4766](tel:(501)7784766) t 1603

Email Ma_onN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Wednesday, November 9, 2022 12 37 PM

To: Mason Newberry masonn@salinecountylibrary.org

Subject: Re: TikTok ideas

Tomorrow and Monday!

From: Mason Newberry masonn@salinecountylibrary.org

Sent: Wednesday, November 9, 2022 12 36 PM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Re: TikTok ideas

I am game! Just let me know when!



Mason Newberry
Adult Programmer

Phone [\(501\) 778 4766](tel:(501)7784766) t 1603

Email Ma_onN@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Wednesday, November 9, 2022 11 45 AM

To: benton@salinecountylibrary.org benton@salinecountylibrary.org

Subject: TikTok ideas

Hello everyone!

I have a fun and simple idea for a TikTok that needs staff participation. My idea is to start the video off with me saying "SCL is having a Thanksgiving dinner for their staff, and I am going to go around and ask what our staff is bringing to the table."

My second idea is the same concept but what are our staff members thankful for.

Your answers can be goofy or serious just make sure it's appropriate

I know everyone's schedule is crazy at the moment, so I was wondering if it would be best to film TikTok's before the Library opens around 8:00AM? Please let me know what time works best for you!

Thanks,
Francesca



Francesca Castro

Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



About Me

Cody Berry shared "Ceramic Gravestone Story" with you.

Cody Berry <codyb@salinecountylibrary.org>

Fri 3/24/2023 2:08 PM

To: Francesca Castro francescac@salinecountylibrary.org ;Julie Syler julies@salinecountylibrary.org ;Kari Lapp <karil@salinecountylibrary.org>;Leigh Espey <leighe@salinecountylibrary.org>



Cody Berry shared a file with you

Hi everyone,

This is a story I'm currently working on for a future post or newsletter. This is the history behind that grave marker we have in the pottery room. Let me know what you think.

Thanks,

Cody



Ceramic Gravestone Story



This link will work for anyone

Open

Cody Berry shared "Ceramic Gravestone Story" with you.

Cody Berry <codyb@salinecountylibrary.org>

Fri 3/24/2023 2:07 PM

To: Francesca Castro francescac@salinecountylibrary.org ;Julie Syler julies@salinecountylibrary.org ;Kari Lapp <karil@salinecountylibrary.org>;Leigh Espey <leighe@salinecountylibrary.org>



Cody Berry shared a file with you

Hi everyone,

This is a story I'm currently working on for a future post or newsletter. This is the history behind that grave marker we have in the pottery room. Let me know what you think.

Thanks,

Cody



Ceramic Gravestone Story



This link will work for anyone

Open

Gann Dedication and National Register Plaques

Cody Berry <codyb@salinecountylibrary.org>

Sat 3/18/2023 10:33 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org ;Julie Syler <julies@salinecountylibrary.org>


 2 attachments (8 MB)

Image.jpeg; Image.jpeg;

Hi Kari and Francesca,

Here's a couple pictures you can use of the two plaques on the front porch of the Gann Museum. Also, I pulled a file we have on past Gann Galas in case you two want some marketing ideas. It looks like there was even a silent auction for the Gann House for its 100th in 1995. The Gann building turned 100 in 1993. You're welcome to come look at that when you're here. I hope you can use these.

Thanks,
Cody

Cody Berry

Special Collections Assistant, Gann Museum

Phone: (501) 778-5513

Email: CodyB@SalineCountyLibrary.org

Address: [218 S Market St, Benton, AR 72015](#)

Web site www.SalineCountyLibrary.org

Re: Winnie returns!

Francesca Castro <francescac@salinecountylibrary.org>

Tue 3/21/2023 3:19 PM

To: Arielle Wilson ariellew@salinecountylibrary.org

https://www.salinecountylibrary.org/thank_you_george_womble/



Thank you, George Womble - Saline County Library

Thank you, George Womble! By Cody Berry Since January, Julie Syler and I have been working hard to properly catalog and digitize the many, many artifacts and photographs in the Gann Museum's collections. We've come across some amazing things. One of the artifacts

www.salinecountylibrary.org

From: Arielle Wilson ariellew@salinecountylibrary.org

Sent: Friday, March 17, 2023 1:46 PM

To: Cody Berry codyb@salinecountylibrary.org ; Leigh Espey leighe@salinecountylibrary.org ; Julie Syler julies@salinecountylibrary.org ; Patty Hector pattyh@salinecountylibrary.org ; Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Re: Winnie returns!

Totally forgot to add Kari & Fran



Arielle Wilson
Financial Coordinator

Phone: (501) 778-4766 ext. 1081

Email ariellew@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr,+Benton,+AR+72015)



From: Arielle Wilson <ariellew@salinecountylibrary.org>

Sent: Friday, March 17, 2023 1:12 PM

To: Cody Berry <codyb@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>

Subject: Re: Winnie returns!

Good Afternoon,

Thank you all for [REDACTED] with this priceless antique! I have attached the picture and added Kari & Francesca to the email thread so they can pull the photo. I hope you all have a great weekend & spring break!

Very Respectfully,



Arielle Wilson
Financial Coordinator

Phone: (501) 778-4766 ext. 1081

Email: ariellew@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Cody Berry <codyb@salinecountylibrary.org>

Sent: Friday, March 17, 2023 12:44 PM

To: Leigh Espey <leighe@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Arielle Wilson <ariellew@salinecountylibrary.org>

Subject: Winnie returns!

Hi everyone,

[REDACTED] George Womble just came over to return the model 1873 Winchester rifle that he cleaned up for us. Julie named her "Winnie." I think it fits. For now, Winnie is hanging out above our log cabin fireplace. Arielle took a photo of me and George holding Winnie on the front porch. Here is what she looks like now.

Thanks,
Cody

Cody Berry

Special Collections Assistant, Gann Museum

Phone: (501) 778-5513

Email: CodyB@SalineCountyLibrary.org

Address: [218 S Market St, Benton, AR 72015](#)

Website: www.SalineCountyLibrary.org

Re: Gann Marketing Plan

Cody Berry <codyb@salinecountylibrary.org>

Wed 4/5/2023 10:13 AM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>

Thanks for doing this! And thanks for running my Gann Library story this week. I guess we'll wait to run the Gann Resuscitator story until we actually have it.

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, April 5, 2023 8:58 AM

To: Cody Berry <codyb@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>

Subject: Re: Gann Marketing Plan

Good Morning all,

I have created different marketing forms for The Gann. These forms will help me help you and will keep me organized with posting content on multiple platforms.

Whenever you send content to me to upload on social media, would you fill out these forms and make sure you date them to hold me accountable?

The date you fill-in in the form will be the day you want the content to go out on social media. Since I have already made The Gann's content calendar, we can follow that for the rest of the month.

Please reach out if you have any suggestions for the forms as well as if you have any questions.

Thanks,
Francesca

From: Cody Berry <codyb@salinecountylibrary.org>

Sent: Friday, March 17, 2023 12:45 PM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>

Subject: Re: Gann Marketing Plan

Yes, I can do that. I'm also going to do a write up on the rifle we just had cleaned up.

Cody Berry

Special Collections Assistant, Gann Museum

Phone: (501) 778-5513

Email: CodyB@SalineCountyLibrary.org

Address: [218 S Market St, Benton, AR 72015](#)

Web site www.SalineCountyLibrary.org

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Friday, March 17, 2023 11:56:12 AM

To: Cody Berry <codyb@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>

Subject: Re: Gann Marketing Plan

Do you think you could get me some content to post about the Gann Memorial Library for March 21?

Thanks,
Francesca

From: Cody Berry codyb@salinecountylibrary.org

Sent: Friday, March 17, 2023 10 11 AM

To: Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org ; Julie Syler julies@salinecountylibrary.org ; Leigh Espey leighe@salinecountylibrary.org

Subject: Re Gann Marketing Plan

After 1946, the Gann was known as the Gann Memorial Library until the library moved to South Street and became the Saline County Library. According to my research, the Gann library was dedicated on March 21, 1948, after the expansion was built and so on. I'll work on a few ideas and get them to you. I have to write in the office because our laptop doesn't have Office installed on it

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Friday, March 17, 2023 9:57 AM

To: Cody Berry <codyb@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>

Subject: Re: Gann Marketing Plan

When is the Gann Memorial Library being dedicated or is this something from the past? Cody, if you already have a few, it would be great to do them all so we could have some for backups.



Kari Lapp

Community Engagement Manager

Phone: (501) 778-4766 xt 1350

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Cody Berry <codyb@salinecountylibrary.org>

Sent: Friday, March 17, 2023 9:38:26 AM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>

Subject: Re: Gann Marketing Plan

I suppose we can do one on our 1873 Winchester being fixed-up for display. Or an anniversary post about the Gann Memorial Library being dedicated? What do you all think? When Mr Womble returns the gun I want to take a picture of him with us to put in the newsletter.

From: Francesca Castro francescac@salinecountylibrary.org

Sent: Friday, March 17, 2023 9:32 AM

To: Cody Berry codyb@salinecountylibrary.org ; Kari Lapp karil@salinecountylibrary.org ; Julie Syler julies@salinecountylibrary.org ; Leigh Espey leighe@salinecountylibrary.org

Subject: Re: Gann Marketing Plan

Cody, do you want to go ahead and start working on a news story to have out Monday, April 3rd?

Thanks,
Francesca

From: Cody Berry <codyb@salinecountylibrary.org>

Sent: Friday, March 17, 2023 9:15 AM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>

Subject: Re: Gann Marketing Plan

I like it Good job, Francesca! I need to write up a list of artifacts and topics to keep up And if you want to come and shoot something, let me know! I've done some research and the Gann Memorial Library is said to have been officially dedicated on March 21, 1948.

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Friday, March 17, 2023 8:57 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Cody Berry <codyb@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>

Subject: Re: Gann Marketing Plan

Good Morning everyone,

Here is my draft for the Gann social media schedule I hope to start doing this regularly

Please tell me what you all think!

Thanks,
Francesca

From: Kari Lapp karil@salinecountylibrary.org

Sent: Thursday, March 9, 2023 11:50 AM

To: Julie Syler julies@salinecountylibrary.org ; Cody Berry codyb@salinecountylibrary.org ; Leigh Espey

<leighe@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Gann Marketing Plan

Here is the start of my Gann marketing plan. Please look over this and review it with changes. If you want, we can schedule a teams call to go over things.

Thank you,



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



[About Me](#)

Re: Tripod and light

Cody Berry <codyb@salinecountylibrary.org>

Fri 3/17/2023 10:12 AM

To: Kari Lapp karil@salinecountylibrary.org ;Julie Syler julies@salinecountylibrary.org ;Francesca Castro <francescac@salinecountylibrary.org>

You're welcome. We won't be using them while we're working on these photos.

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Friday, March 17, 2023 9:58 AM

To: Cody Berry <codyb@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Tripod and light

Thank you. I appreciate that.



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766](tel:(501)7784766) t 1350

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Cody Berry codyb@salinecountylibrary.org

Sent: Friday, March 17, 2023 8 58 33 AM

To: Kari Lapp karil@salinecountylibrary.org ; Julie Syler julies@salinecountylibrary.org

Subject: Tripod and light

Hey Kari,

I just wanted to let you know that if you need the camera tripod and ring light for anything, they are still here at the Gann You can come get them anytime

Thanks,

Cody

Re: Magazines

Rachel Wallace <rachelw@salinecountylibrary.org>

Mon 10/31/2022 9:15 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

That's ok! Thank you for getting them to us!



Rachel Wallace
Assistant Branch Manager

Phone [\(501\) 847 2166 Ext. 1118](tel:(501)8472166)
Email RachelW@SalineCountyLibrary.org
Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Monday, October 31, 2022 8:49 AM
To: Rachel Wallace <rachelw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Magazines

They are in the bags. Sorry. I was hoping someone would have seen my message on Friday or Saturday and get them to you before the trunk or treat.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Rachel Wallace <rachelw@salinecountylibrary.org>
Sent: Monday, October 31, 2022 8:46 AM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Magazines

Good morning!

Just checking to make sure the November magazines are in the bag for us today.



Rachel Wallace
Assistant Branch Manager

Phone: [\(501\) 847-2166 Ext. 1118](tel:(501)847-2166)
Email: RachelW@SalineCountyLibrary.org
Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Friday, October 28, 2022 10:12 PM
To: Benton Public Services <BentonPublicServices2@salinecountylibrary.org>; bryant@salinecountylibrary.org <bryant@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>
Subject: Magazines

Our November Magazines are in. They are in my office. Please put these out in the holders if you can. Also, please send about 1/3 of the box to Bryant.

Thank you,



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Balloon Pump

Francesca Castro <francescac@salinecountylibrary.org>

Mon 10/31/2022 8:58 AM

To: Rebecca Kidder rebeccak@salinecountylibrary.org

sounds good!

Thanks

From: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Sent: Monday, October 31, 2022 8:54 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Balloon Pump

Yes! I'll bring it when I come over there at 1 if that's ok?

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, October 31, 2022 8:37 AM

To: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Re: Balloon Pump

Hey do you have the balloon pump?

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, October 24, 2022 3:02 PM

To: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Re: Balloon Pump

You're Welcome!

From: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Sent: Monday, October 24, 2022 2:57 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Balloon Pump

Awesome! I can pick it up tomorrow when I'm there for Managers' Meeting if that works. I really appreciate it!

From: Francesca Castro francescac@salinecountylibrary.org

Sent: Monday, October 24, 2022 2 00 PM

To: Rebecca Kidder rebeccak@salinecountylibrary.org

Subject: Re Balloon Pump

yes.

From: Rebecca Kidder rebeccak@salinecountylibrary.org

Sent: Monday, October 24, 2022 1 59 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Balloon Pump

Hello!

Am I still able to borrow your balloon pump?

Thanks!



Rebecca Kidder

Branch Manager

Phone: [\(501\) 847-2166 Ext. 1101](tel:(501)847-2166)

Email: RebeccaK@SalineCountyLibrary.org

Address: [201 Prickett Road, Bryant, AR 72022](#)



About Me

Re: Elsiha vid for Thursday Nov 3

Francesca Castro <francescac@salinecountylibrary.org>

Mon 10/31/2022 10:52 AM

To: Alan Robinette AlanR@salinecountylibrary.org

It could just be me, but there is no thumbnail for Elsiha's video on wave

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, October 31, 2022 10:49 AM

To: Alan Robinette <AlanR@salinecountylibrary.org>

Subject: Re: Elsiha vid for Thursday Nov 3

Just getting around to this email I was just letting you know that I got it

From: Alan Robinette AlanR@salinecountylibrary.org

Sent: Friday, October 28, 2022 8 09 AM

To: Francesca Castro francescac@salinecountylibrary.org

Cc: Kari Lapp karil@salinecountylibrary.org

Subject: Elsiha vid for Thursday Nov 3

Elsiha's video has been edited and captioned. it is on Wave, and ready for next Thursday's SCS!



Alan Robinette

Community Librarian, MLIS

Phone [\(501\) 778 4766 xt 1201](tel:(501)778-4766-xt1201)

Email AlanR@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



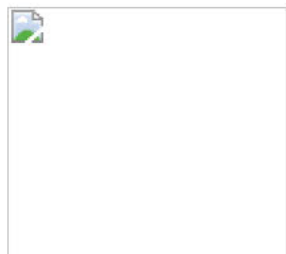
Re: Title Change

Heather Phipps <heatherp@salinecountylibrary.org>

Thu 10/27/2022 3:53 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

New change



Heather Phipps, PHR
Human Resources Manager

Phone [\(501\) 778 4766 xt 1093](tel:(501)778-4766-xt-1093)

Email HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp karil@salinecountylibrary.org

Sent: Thursday, October 27, 2022 3 52 PM

To: Heather Phipps heatherp@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Re Title Change

Yes. Is this a new change or has it been incorrect?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766-xt-1350)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Heather Phipps <heatherp@salinecountylibrary.org>

Sent: Thursday, October 27, 2022 3:48 PM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Subject: Title Change

Can you change Becca Griffins Title to

Branch Youth Services Programmer: Children

Website

New Name Tag

New Business Cards

Thanks!!



Heather Phipps, PHR
Human Resources Manager

Phone [\(501\) 778 4766 xt 1093](tel:(501)7784766xt1093)

Email HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



November article: Gettin' Hygge Wit It

Susie Sward <SusieS@salinecountylibrary.org>

Thu 10/27/2022 3:11 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

📎 1 attachments (151 KB)

Gettin' Hygge Wit It docx

Here' my arti le for our web ite



Susie Sward
Adult Programmer

Phone: [\(501\) 778-4766 xt 1302](tel:(501)778-4766)

Email: SusieS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



[About Me](#)

Re: FOL post

Francesca Castro <francescac@salinecountylibrary.org>

Thu 10/6/2022 12:37 PM

To: Kari Lapp karil@salinecountylibrary.org

Already on it!

From: Kari Lapp karil@salinecountylibrary.org

Sent: Thursday, October 6, 2022 12:37 PM

To: Brad Crumby bradc@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Re: FOL post

Thanks, Brad. Francesca, please fit into the social schedule



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Brad Crumby <bradc@salinecountylibrary.org>

Sent: Thursday, October 6, 2022 11:52:59 AM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Subject: Fw: FOL post



Brad Crumby
Financial Coordinator

Phone: [\(501\)778-4766 xt 1081](tel:(501)778-4766)

Email: BradC@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr,+Benton,+AR+72015)



From: Phyllis Tucker <phyllistucker72@gmail.com>

Sent: Thursday, October 6, 2022 11:51 AM

To: Brad Crumby <bradc@salinecountylibrary.org>

Cc: jackielewallen@att.net <jackielewallen@att.net>; sandra9porter@gmail.com <sandra9porter@gmail.com>; diannamcclough@gmail.com <diannamcclough@gmail.com>; caroclem@comcast.net <caroclem@comcast.net>; meshelldeb@yahoo.com <meshelldeb@yahoo.com>; Mimiclementsof2@gmail.com <Mimiclementsof2@gmail.com>

Subject: FOL post

Brad,
Would you please post this for me?

Thank you!
Phyllis

Debbie Macomber fans! Debbie is our Author of the Month for October in the Used Bookstore located on the bottom floor of the Bob Herzfeld Memorial Library in Benton. The Used Bookstore is open every day that the library is open and it is operated by the Friends of the Saline County Library.

Come check out the selection of fiction and nonfiction books, audio books, DVDs and CDs. While you are browsing, also check out the children's area!

All proceeds go to support the Saline County Library System.



This email was sent from outside the organization.

Friends

Brad Crumby <bradc@salinecountylibrary.org>

Thu 10/6/2022 8:16 AM

To: Kari Lapp karyl@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

The Friends are holding a volunteer recognition on December 7 at 11:30. This will be open to the public, but it does not need a lot of press. Light refreshments will be provided. They will hold their board meeting following. Can you adjust the calendar to reflect this - hold the meeting room from 11:00am - 4:00pm?

Thanks in advance!



Brad Crumby Financial Coordinator

Phone: [\(501\)778-4766](tel:(501)778-4766) xt 1081

Email: BradC@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



About Me

Re: Book Cafe & Book List

Jordan Sandlin <jordans@salinecountylibrary.org>

Mon 9/26/2022 12:35 PM

To: Francesca Castro francescac@salinecountylibrary.org

Thanks so much!



Jordan Sandlin

Tween Librarian

Phone: (501) 778-4766 xt 1303

Email: JordanS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, September 26, 2022 12:19 PM

To: Jordan Sandlin <jordans@salinecountylibrary.org>

Subject: Re: Book Cafe & Book List

Alright, I will put you down!

From: Jordan Sandlin <jordans@salinecountylibrary.org>

Sent: Monday, September 26, 2022 11:27 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Book Cafe & Book List

Hi Francesca,

I wanted to go ahead and send you the Tween Book List for October while I had a moment [tober Book List \(ary\).docx](#)

I also wanted to ask if you could promote my Thursday after school program, Book Cafe. It's an extremely low-Maintenace book club for 4th-7th graders with some arts and crafts thrown in. It doesn't have to be promoted right this moment or anything, just whenever you have a free pot Oh, Wendy al o want VIP Kid, her Thur day after school program, promoted too.

Thanks,
Jordan



Jordan Sandlin

Tween Librarian

Phone: [\(501\) 778-4766 xt 1303](tel:(501)778-4766)

Email: JordanS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



[About Me](#)

Re: Bryant Makerspace

Francesca Castro <francescac@salinecountylibrary.org>

Fri 9/23/2022 10:19 AM

To: Rebecca Griffin rebeccag@salinecountylibrary.org

Thanks for the Photo, and of course, I will help promote Bryant Makerspace!

From: Rebecca Griffin <rebeccag@salinecountylibrary.org>

Sent: Thursday, September 22, 2022 9:17 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Bryant Makerspace

Hi Francesca! I snapped this picture today during Bryant's Makerspace open hours. This little girl, Braelyn, and her parents just discovered the Makerspace and she made this cute beanie in her favorite color. We have her dad's permission to use her picture for marketing.

If you have a free spot in any upcoming marketing outlets, I would love to have the Bryant Makerspace highlighted. We have slightly different hours from Benton and some different tools and equipment like a poster printer, Silhoutte Cameo and heat press, epoxy resin, and a knitting machine.

If you think of anything else that would make for good promotional material that I can help with, just let me know!

Thanks!

Get [Outlook for iOS](#)

Pottery grave marker at Gann Museum

Cody Berry <codyb@salinecountylibrary.org>

Fri 3/24/2023 2:16 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org


 2 attachments (8 MB)

Image.jpeg Image.jpeg

Hey Kari and Francesca,

Here's a couple photos to go with the grave marker story I'm working on. I hope it's no bother.

Thanks,

Cody

Cody Berry

Special Collections Assistant, Gann Museum

Phone (501) 778 5513

Email: CodyB@SalineCountyLibrary.org

Address: [218 S Market St, Benton, AR 72015](#)

Website: www.SalineCountyLibrary.org

Re: Book Review

Francesca Castro <francescac@salinecountylibrary.org>

Wed 11/9/2022 11:52 AM

To: Susie Sward SusieS@salinecountylibrary.org

Thanks so much!

From: Susie Sward <SusieS@salinecountylibrary.org>

Sent: Wednesday, November 9, 2022 11:52 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Book Review

Done

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, November 9, 2022 11:29 AM

To: Susie Sward <SusieS@salinecountylibrary.org>

Subject: Re: Book Review

I just had my meeting with Kari and she asked me to remind you.

From: Susie Sward <SusieS@salinecountylibrary.org>

Sent: Wednesday, November 9, 2022 11:28 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Book Review

I wasn't on the list the last time we went over who was doing what so I thought I was off the hook

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, November 9, 2022 11:24 AM

To: Susie Sward <SusieS@salinecountylibrary.org>

Subject: Book Review

Hi, I am reminding you that your book review is due tomorrow I believe.



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1338

Email France_caC@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Bibliocommons (is live?)

Julie Syler <julies@salinecountylibrary.org>

Tue 11/8/2022 9:54 AM

To: Jordan Sandlin jordans@salinecountylibrary.org ;Kari Lapp karil@salinecountylibrary.org

Cc: Francesca Castro <francescac@salinecountylibrary.org>;Leigh Espey <leighe@salinecountylibrary.org>

Yes indeed! Stirling, our website designer, has to fi that one, but Kari let them know yesterday. Hopefully it ll be fi ed soon.

But great catch! Let us know if you find any others lurking!

Julie Syler
Systems Administrator
Saline County Library

From: Jordan Sandlin <jordans@salinecountylibrary.org>
Sent: Tuesday, November 8, 2022 9:50:50 AM
To: Kari Lapp <karil@salinecountylibrary.org>
Cc: Francesca Castro <francescac@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>
Subject: Bibliocommons (is live?)

Hey all!

I know that Bibliocommons is live, right?
Well, I noti ed that one of the link on the web ite till take you to ir i The link at the top of the page that says Browse the Catalog takes you to Bibliocommons, but the search bar in the middle of the page (you know, on the carousel) still takes you to Sirsi or whatever the old one was called. I thought y'all may want to know. I know that Kari i out of the building today, o I'm not ure who an fix it at the moment

Thanks!
Jordan



Jordan Sandlin
Tween Librarian

Phone [\(501\) 778 4766](tel:(501)778-4766) t 1303
Email: JordanS@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Outlook Web Email Signature

Kari Lapp <karil@salinecountylibrary.org>

Thu 11/3/2022 6:09 PM

To: Leigh Espey <leighe@salinecountylibrary.org>; Lily Webb <LilyW@salinecountylibrary.org>; allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Yay! Thanks for getting that taken care of!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)

From: Leigh Espey <leighe@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 6:53:45 PM
To: Kari Lapp <karil@salinecountylibrary.org>; Lily Webb <LilyW@salinecountylibrary.org>; allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>
Subject: Re: Outlook Web Email Signature

We got Lily's figured out. Thanks for checking!

Leigh Espey

Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)
Email: LeighE@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)
Website: www.SalineCountyLibrary.org

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 4:18:13 PM
To: Lily Webb <LilyW@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>
Subject: Re: Outlook Web Email Signature

Lily, are you doing this from a computer or your mobile/tablet?

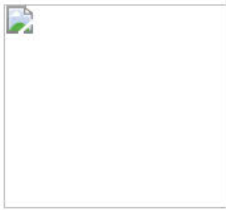


Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)

From: Lily Webb <LilyW@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 4:14:52 PM
To: Leigh Espey <leighe@salinecountylibrary.org>; allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>
Subject: Re: Outlook Web Email Signature

And what if our images still don't work after doing this? I think mine are still broken.



Lily Webb
Library Assistant

Phone: [\(501\) 778-4766](tel:(501)778-4766)
Email: lilyw@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Leigh Espey <leighe@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 3:08 PM
To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>
Subject: Outlook Web Email Signature

Good afternoon!

I've noticed that several staff email signatures have broken image links. If everyone would please follow these instructions and update your signature in the web Outlook (it won't work in the mobile app; I'll send a separate email with those instructions), that would be great!

1. Copy my signature from the bottom of this email:



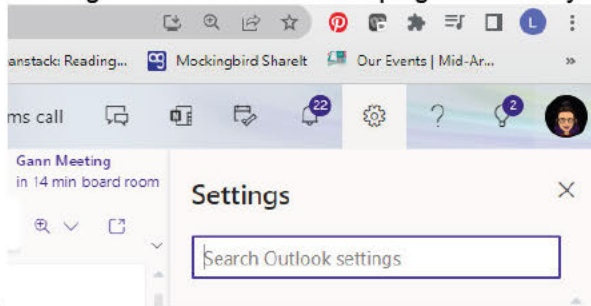
Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766-xt1002)
Email: LeighE@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



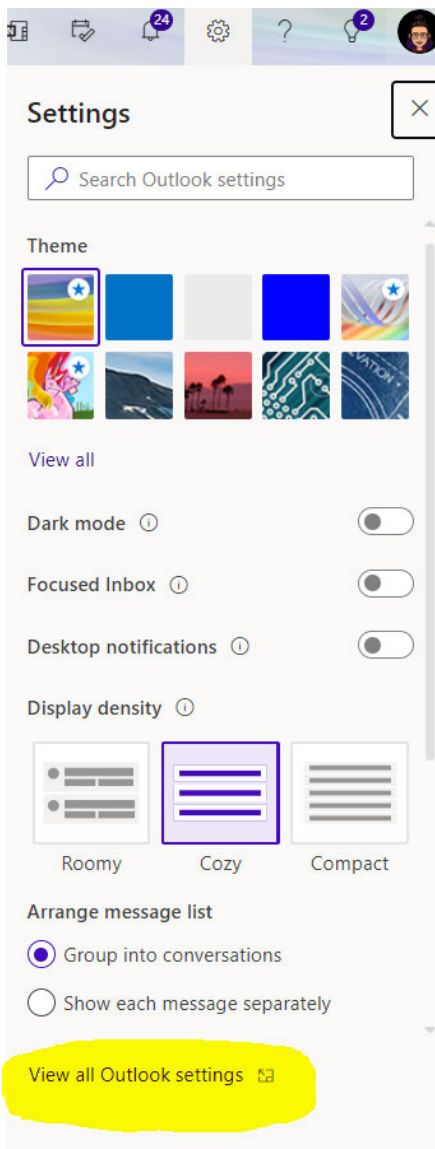
a.

2. Click on the gear icon located in the top right corner of your email:



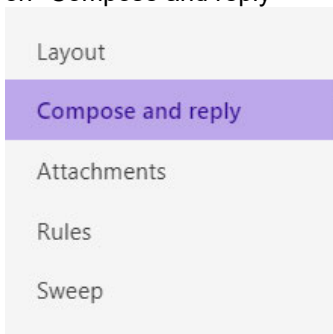
a.

3. At the very bottom of the options listed, there is a link to "View all Outlook settings." Click on that:



a.

4. Click on "Compose and reply"



a.

5. Either select the "+ New signature" option or just paste my signature into the text box

Compose and reply

Email signature

Edit and choose signatures that will be automatically added to your email message.

Create and edit signatures

+ New signature

Compose and reply



Email signature

Edit and choose signatures that will be automatically added to your email message.

Create and edit signatures

+ New signature

2SCL2022 Rename Delete

Include a link to my bookings page in my signature

Select default signatures

For New Messages: 2SCL2022

For Replies/Forwards: 2SCL2022

a.

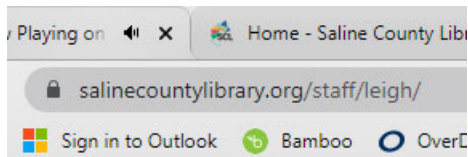
6. Click on the "About Me" icon and then the "insert link" option (highlighted in yellow below):

a.

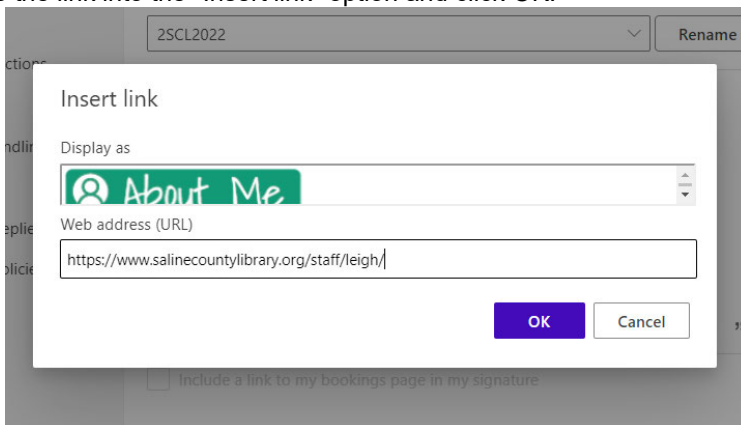
7. Then, go to our website. Under the "About" tab, click on "Meet the Staff"

a.

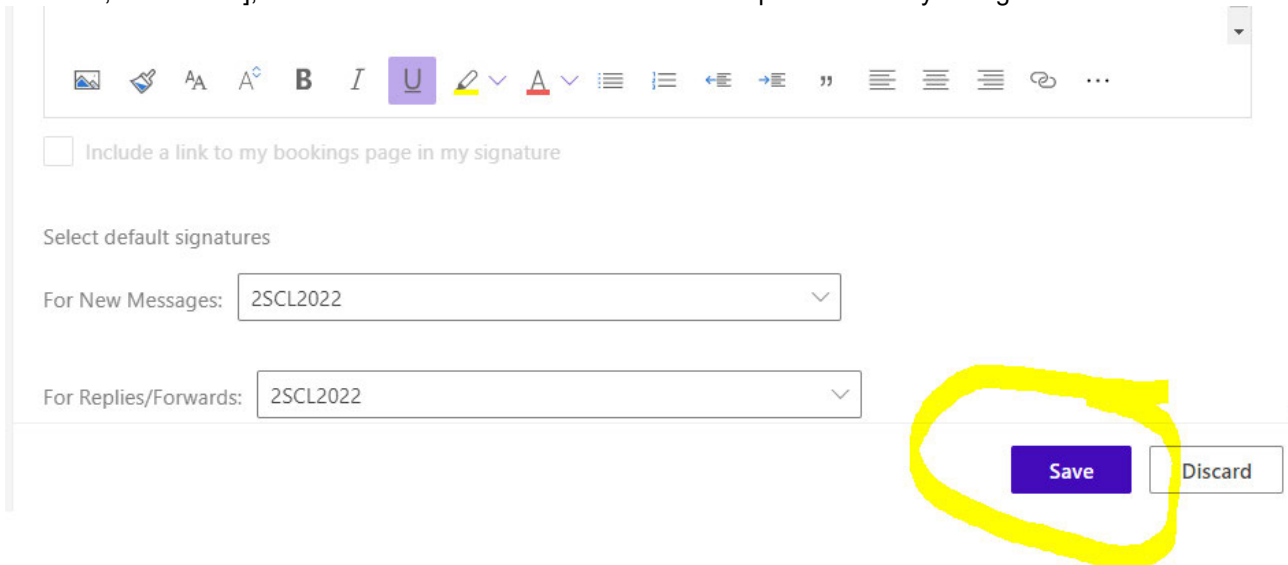
8. Find your avatar and click on it.
a. Copy the web address for your avatar:



9. Paste the link into the "Insert link" option and click OK:



10. After you have finished updating all of your information [phone number, extension if you have one, email address, street address, "about me"], click save at the bottom. You will have the option to name your signature as well:



11. And voila!!! You have an updated signature with (hopefully!) working images!!!

There are also settings for when to use your signature, i.e. use it when composing new emails, when replying or forwarding, etc.

Please, let me know if you have any issues. I'm happy to help, and if I don't know the answer, I will try my best to find one!



Leigh Espey
Library Manager

Phone: [501 778-4766 xt 1002](tel:5017784766)
Email: LeighE@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Fw: Bitmoji Project

Rachel Wallace <rachelw@salinecountylibrary.org>

Thu 11/3/2022 6:08 PM

To: Julieana Joiner julieanaj@salinecountylibrary.org ;Hannah Bailey <hannahb@salinecountylibrary.org>;Holley Monk <holleym@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>;Kari Lapp <karil@salinecountylibrary.org>;Rebecca Kidder <rebeccak@salinecountylibrary.org>

Hey you guys!

If you haven't already, could y'all send your bitmoji's to Francesca and Kari? If you don't have one or if you don't know how to send it there are instructions below to help guide you. If you need help, just ask Rebecca or me.

Also, make sure to get your bio's in 3rd person to them too If y'all need examples to go by feel free to take a look at the Meet the Staff page on our website. [REDACTED]

Meet the Staff - Saline County Library

Bob Herzfeld Memorial Library 1800 Smithers Dr Benton, AR 72015 Phone: (501) 778-4766 Fax: (501) 778-0536 Mabel Boswell Memorial Library 201 Prickett Rd

www.salinecountylibrary.org

Thank you!



Rachel Wallace

Bryant Branch Assistant Manager

Phone [\(501\) 847 2166](tel:(501)8472166) t. 1118

Email Rachelw@salinecountylibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](https://www.google.com/maps/place/201+Prickett+Rd,+Bryant,+AR+72022)



From: Brittany Carter <brittanyc@salinecountylibrary.org>

Sent: Friday, October 16, 2020 8:44 AM

To: Janine Miller <janinem@salinecountylibrary.org>; Brett Williams <brettw@salinecountylibrary.org>; Becky Fischer <beckyf@salinecountylibrary.org>; Lucy Griffin <lucyg@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Heather Harvey <heatherh@salinecountylibrary.org>; Hollie Locke <holliel@salinecountylibrary.org>; Brian Roberson <brianr@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Lyndsey Ammons <lyndseya@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Jennifer Watson <watsonj@salinecountylibrary.org>; Mason Newberry

<masonn@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Rebecca Griffin <rebeccag@salinecountylibrary.org>; Jessica Hodges <jessicah@salinecountylibrary.org>; Anna Wagnon <annaw@salinecountylibrary.org>; Rachel Wallace <rachelw@salinecountylibrary.org>

Cc: Jordan Reynolds <jordanr@salinecountylibrary.org>; Kari Beesley <karib@salinecountylibrary.org>

Subject: Bitmoji Project

Hello everyone,

Marketing is working on a staff page for the website and have had the fun idea to use everyone's bitmojis to show off your great personalities! You guys all sent in a Bitmoji scene a little while back but it turns out that we need a picture of just your Bitmoji. Down below are instruction for creating your Bitmoji and selecting and sending a pose. If you would like help, just send me an email and I will get back to you.

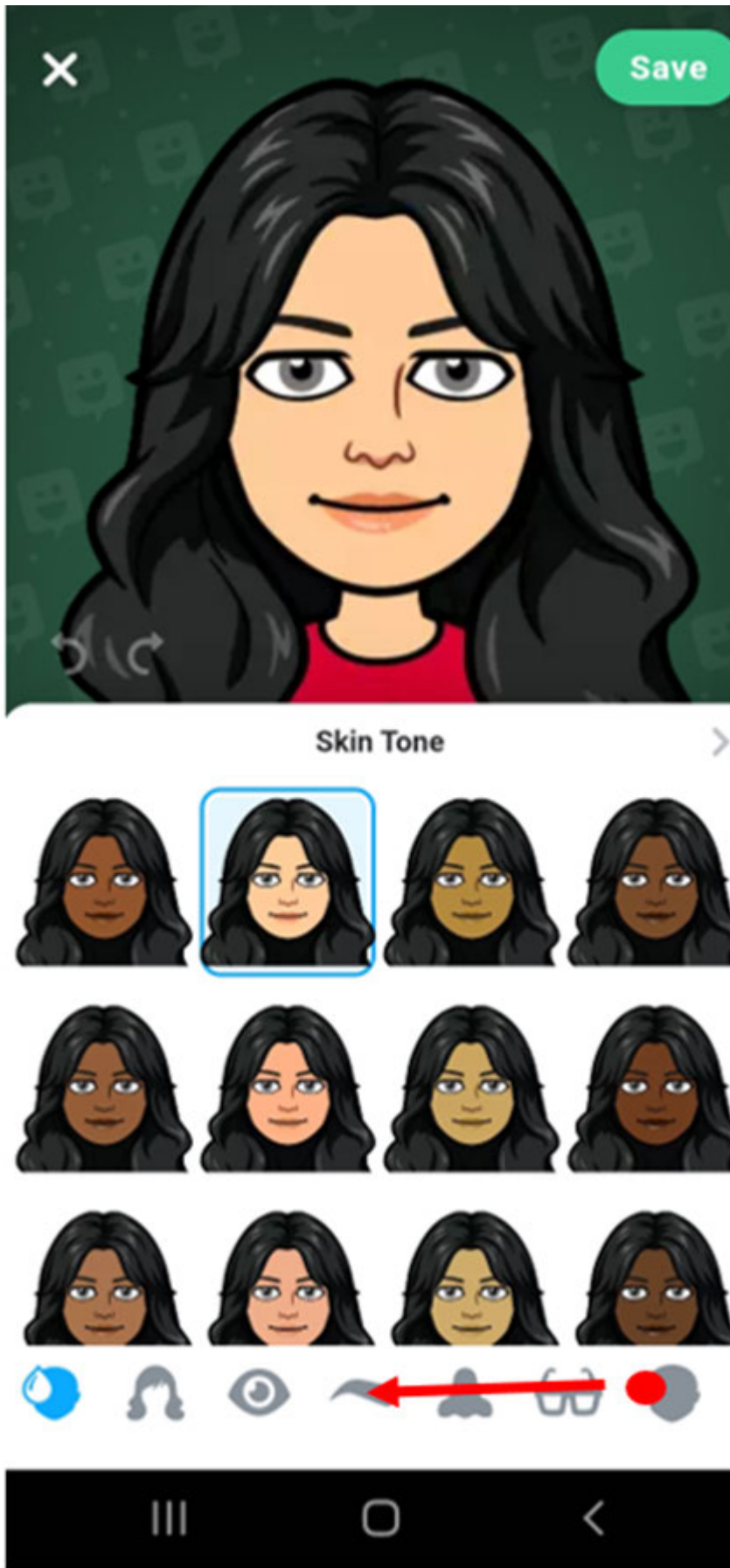
I have downloaded the Bitmoji App to the Benton and Bryant circulation desk tablets and the ask here desk ipad. If you want to keep your bitmoji after you create it, you must make you own Bitmoji App account. If you do not care to save your bitmoji then you can use the account signed in on one of the tablets. Marketing would appreciate having everyone's bitmojis in by the end of October. Thank you guys!

How to create a bitmoji:

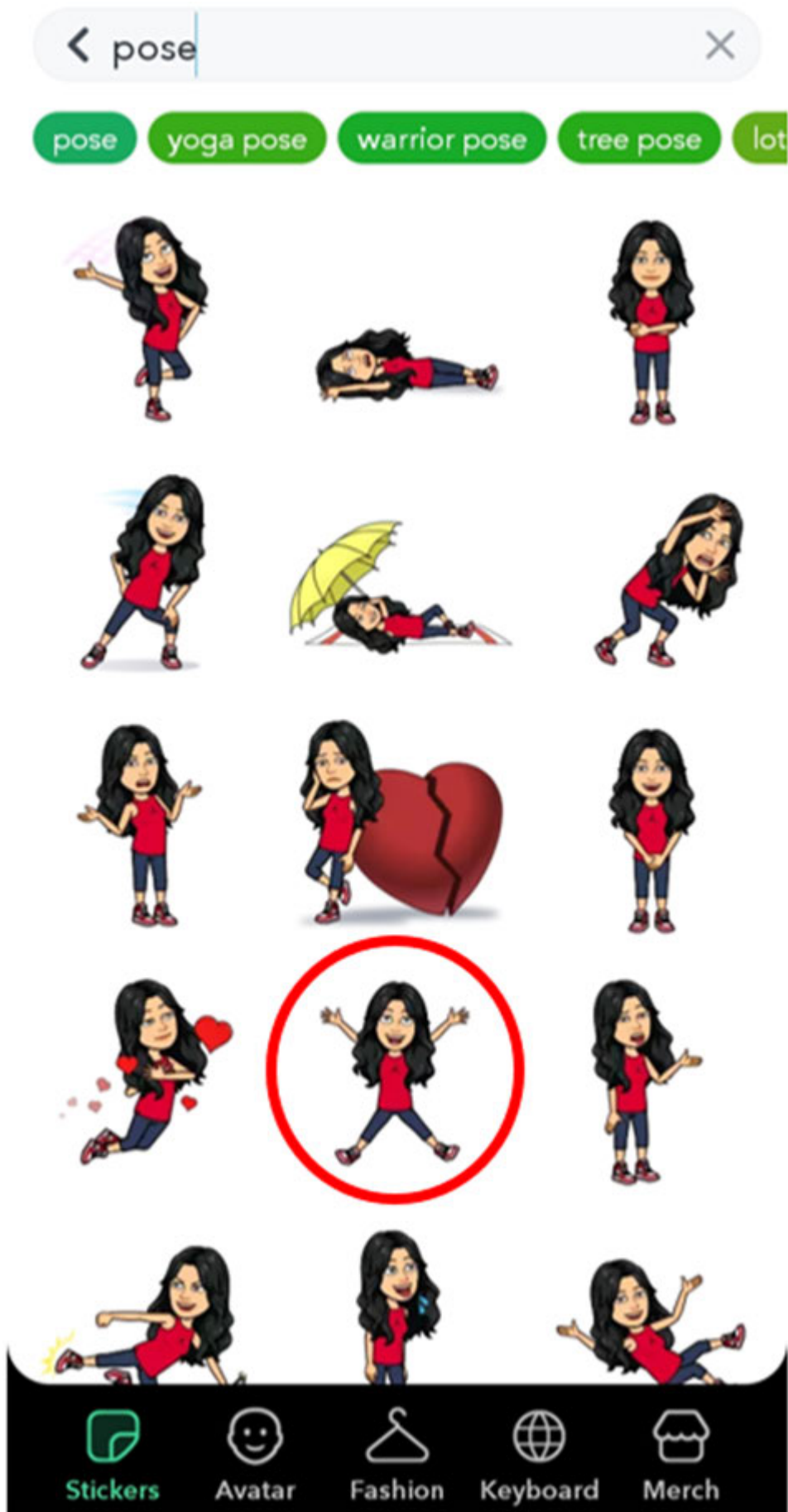
Go to the Bitmoji App and select "Avatar" at the bottom.



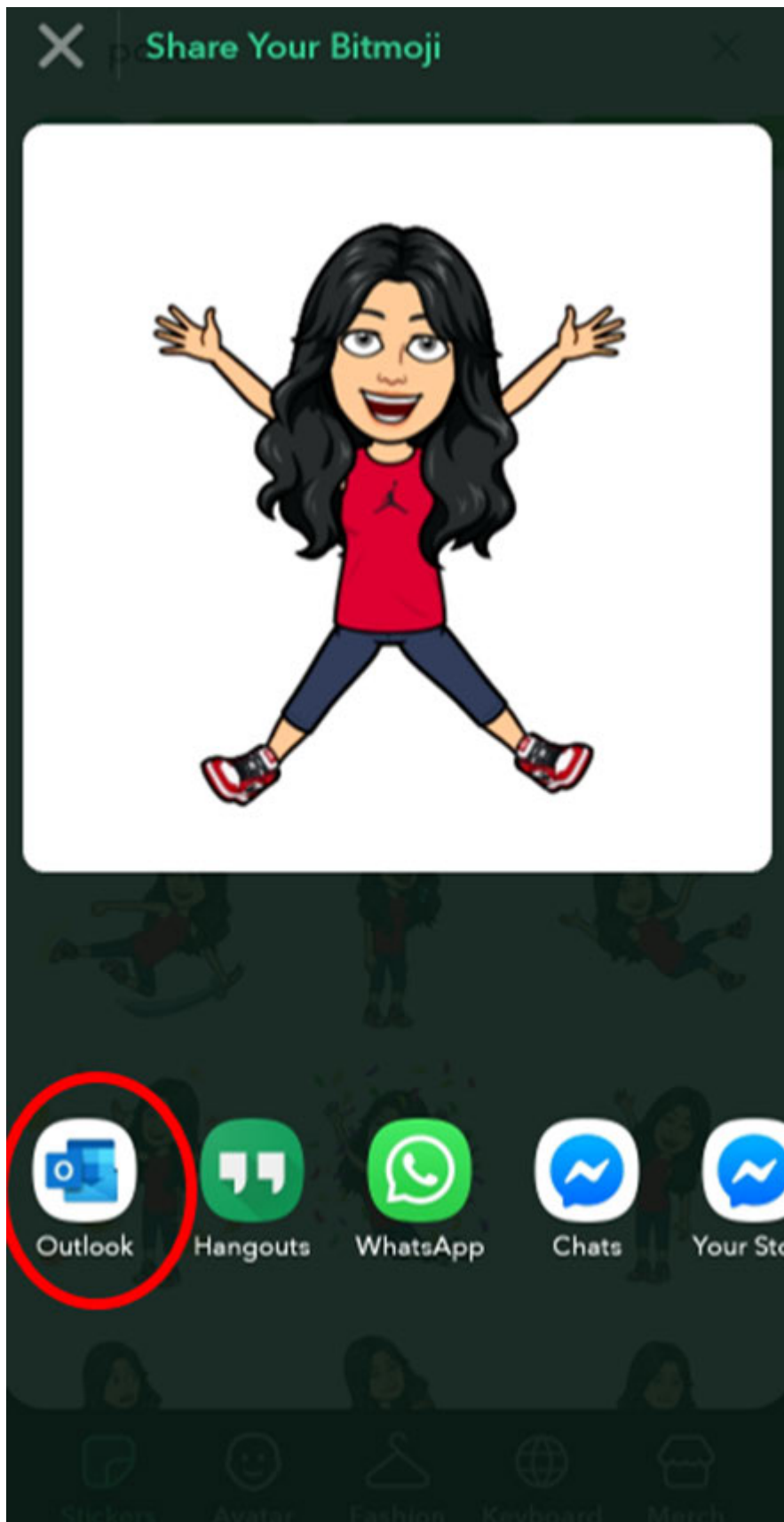
From here you can edit your avatar to look like you. Swipe right to left at the bottom to look through the edit options.



Pick a pose you like! Just make sure the pose is work appropriate!



When you select the bitmoji pose you want, the app should take you to the Share Your Bitmoji screen.



If the Outlook email app is downloaded to your device (Outlook is downloaded to the tablets) then it will come up as a share option. You will then email your picture to Jordan. Please CC me on your email so I know to take you off my list!

Thank you all for helping create the Bitmoji Staff Page!

Brittany Carter



Adult Programmer

1800 Smithers Drive Benton, AR 72015

501-778-4766 ext. 1304

brittanyc@salinecountylibrary.org

Re: iPads

Amanda Garrison <AmandaG@salinecountylibrary.org>

Thu 11/3/2022 1:00 PM

To: Patty Hector <pattyh@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; managers@salinecountylibrary.org <managers@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Does this count the one we use for Square



Amanda Garrison she | her

Public Services Manager, MLS

Phone: [\(501\) 778-4766 xt 1606](tel:(501)778-4766)Email: AmandaG@SalineCountyLibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](#)**From:** Patty Hector <pattyh@salinecountylibrary.org>**Sent:** Thursday, November 3, 2022 12:49 PM

To: Leigh Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; managers@salinecountylibrary.org <managers@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: iPads

I don't think so because we don't own the DG ipads.

From: Leigh Espey <leighe@salinecountylibrary.org>**Sent:** Thursday, November 3, 2022 11:34 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; managers@salinecountylibrary.org <managers@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: iPads

We do, Patty. Would either one of those be the Democrat iPad?



Leigh Espey

Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)Email: LeighE@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp karil@salinecountylibrary.org
Sent: Thursday, November 3, 2022 11:19 AM
To: Patty Hector pattyh@salinecountylibrary.org ; Wendy Christy wendyc@salinecountylibrary.org ; Rebecca Kidder rebeccak@salinecountylibrary.org ; managers@salinecountylibrary.org ; managers@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org
Subject: Re: iPads

There are two labeled subscriptions Benton and subscriptions Bryant.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)

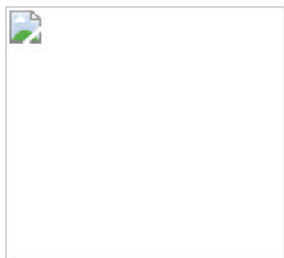


From: Patty Hector <pattyh@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 12:19:10 PM
To: Wendy Christy <wendyc@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; managers@salinecountylibrary.org <managers@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: iPads

Don't we have an ipad at the circ desk in Benton too?

From: Wendy Christy <wendyc@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 11:15 AM
To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; managers@salinecountylibrary.org <managers@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: iPads

Ours is [REDACTED].



Wendy Christy
Youth Services Manager

Phone: [\(501\) 778-4766 xt 1373](tel:(501)778-4766)
Email: wendyc@SalineCountyLibrary.org
Address: [1800 Smither Dr Benton, AR 72015](#)



From: Rebecca Kidder <rebeccak@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 11:00 AM
To: Kari Lapp <karil@salinecountylibrary.org>; managers@salinecountylibrary.org
<managers@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: iPads



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 10:44 AM
To: managers@salinecountylibrary.org <managers@salinecountylibrary.org>; Francesca Castro
<francescac@salinecountylibrary.org>
Subject: iPads

I got a notification this morning that another iPad "[REDACTED]" was connected to our apple account. Rob said he didn't know what this was so I wanted to check in. These are all the devices our account is in that I don't know what it is. Might be best if we rename these something specific. Mine is [REDACTED]. I just want to ,are sure we don't have any hackers on our account!

Thank you!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Book Review

Francesca Castro <francescac@salinecountylibrary.org>

Wed 11/9/2022 11:52 AM

To: Susie Sward SusieS@salinecountylibrary.org

Thanks so much!

From: Susie Sward <SusieS@salinecountylibrary.org>

Sent: Wednesday, November 9, 2022 11:52 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Book Review

Done

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, November 9, 2022 11:29 AM

To: Susie Sward <SusieS@salinecountylibrary.org>

Subject: Re: Book Review

I just had my meeting with Kari and she asked me to remind you.

From: Susie Sward <SusieS@salinecountylibrary.org>

Sent: Wednesday, November 9, 2022 11:28 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Book Review

I wasn't on the list the last time we went over who was doing what so I thought I was off the hook

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, November 9, 2022 11:24 AM

To: Susie Sward <SusieS@salinecountylibrary.org>

Subject: Book Review

Hi, I am reminding you that your book review is due tomorrow I believe.



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email France_caC@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Bibliocommons (is live?)

Julie Syler <julies@salinecountylibrary.org>

Tue 11/8/2022 9:54 AM

To: Jordan Sandlin jordans@salinecountylibrary.org ;Kari Lapp karil@salinecountylibrary.org

Cc: Francesca Castro <francescac@salinecountylibrary.org>;Leigh Espey <leighe@salinecountylibrary.org>

Yes indeed! Stirling, our website designer, has to fi that one, but Kari let them know yesterday. Hopefully it ll be fi ed soon.

But great catch! Let us know if you find any others lurking!

Julie Syler
Systems Administrator
Saline County Library

From: Jordan Sandlin <jordans@salinecountylibrary.org>
Sent: Tuesday, November 8, 2022 9:50:50 AM
To: Kari Lapp <karil@salinecountylibrary.org>
Cc: Francesca Castro <francescac@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>
Subject: Bibliocommons (is live?)

Hey all!

I know that Bibliocommons is live, right?
Well, I noti ed that one of the link on the web ite till take you to ir i The link at the top of the page that says Browse the Catalog takes you to Bibliocommons, but the search bar in the middle of the page (you know, on the carousel) still takes you to Sirsi or whatever the old one was called. I thought y'all may want to know. I know that Kari i out of the building today, o I'm not ure who an fix it at the moment

Thanks!
Jordan



Jordan Sandlin
Tween Librarian

Phone [\(501\) 778 4766](tel:(501)778-4766) t 1303
Email: JordanS@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Outlook Web Email Signature

Kari Lapp <karil@salinecountylibrary.org>

Thu 11/3/2022 6:09 PM

To: Leigh Espey <leighe@salinecountylibrary.org>; Lily Webb <LilyW@salinecountylibrary.org>; allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Yay! Thanks for getting that taken care of!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)

From: Leigh Espey <leighe@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 6:53:45 PM
To: Kari Lapp <karil@salinecountylibrary.org>; Lily Webb <LilyW@salinecountylibrary.org>; allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>
Subject: Re: Outlook Web Email Signature

We got Lily's figured out. Thanks for checking!

Leigh Espey

Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)
Email: LeighE@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)
Website: www.SalineCountyLibrary.org

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 4:18:13 PM
To: Lily Webb <LilyW@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>
Subject: Re: Outlook Web Email Signature

Lily, are you doing this from a computer or your mobile/tablet?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)

From: Lily Webb <LilyW@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 4:14:52 PM
To: Leigh Espey <leighe@salinecountylibrary.org>; allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>
Subject: Re: Outlook Web Email Signature

And what if our images still don't work after doing this? I think mine are still broken.



Lily Webb
Library Assistant

Phone: [\(501\) 778-4766](tel:(501)778-4766)
Email: lilyw@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Leigh Espey <leighe@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 3:08 PM
To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>
Subject: Outlook Web Email Signature

Good afternoon!

I've noticed that several staff email signatures have broken image links. If everyone would please follow these instructions and update your signature in the web Outlook (it won't work in the mobile app; I'll send a separate email with those instructions), that would be great!

1. Copy my signature from the bottom of this email:



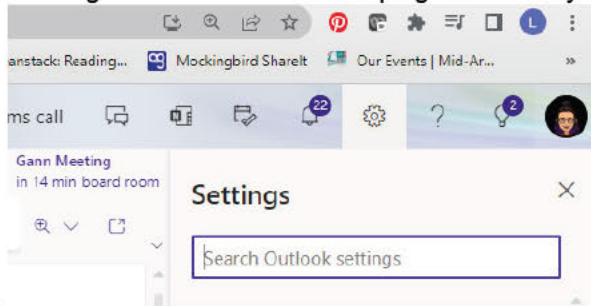
Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766-xt1002)
Email: LeighE@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



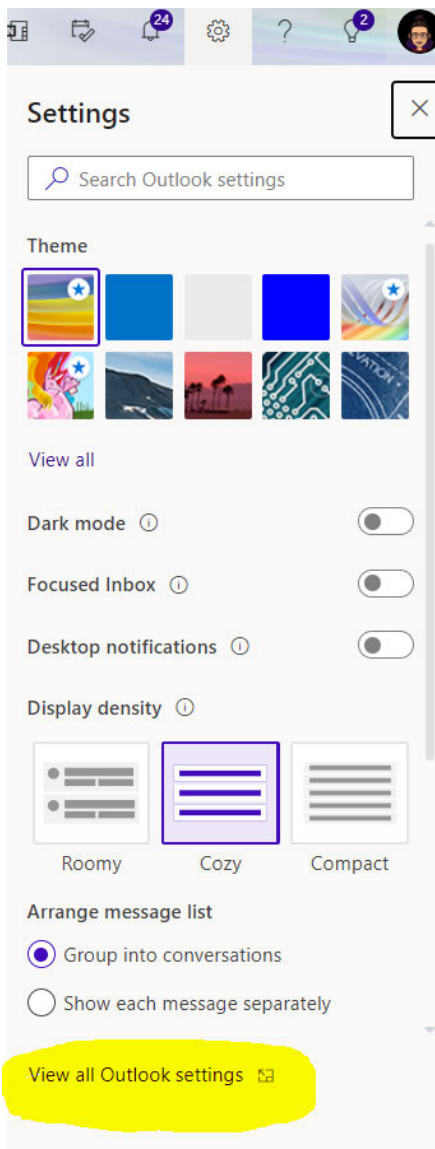
a.

2. Click on the gear icon located in the top right corner of your email:



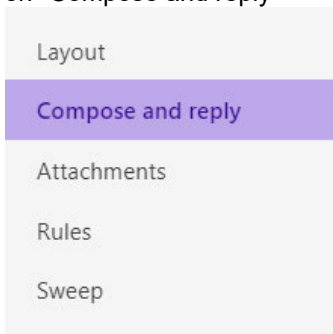
a.

3. At the very bottom of the options listed, there is a link to "View all Outlook settings." Click on that:



a.

4. Click on "Compose and reply"



a.

5. Either select the "+ New signature" option or just paste my signature into the text box

Compose and reply

Email signature

Edit and choose signatures that will be automatically added to your email message.

Create and edit signatures

+ New signature

Compose and reply



Email signature

Edit and choose signatures that will be automatically added to your email message.

Create and edit signatures

+ New signature

2SCL2022 Rename Delete

Include a link to my bookings page in my signature

Select default signatures

For New Messages: 2SCL2022

For Replies/Forwards: 2SCL2022

a.

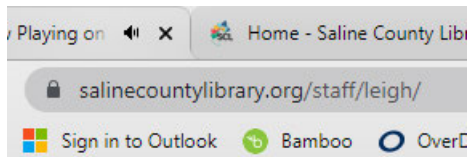
6. Click on the "About Me" icon and then the "insert link" option (highlighted in yellow below):

a.

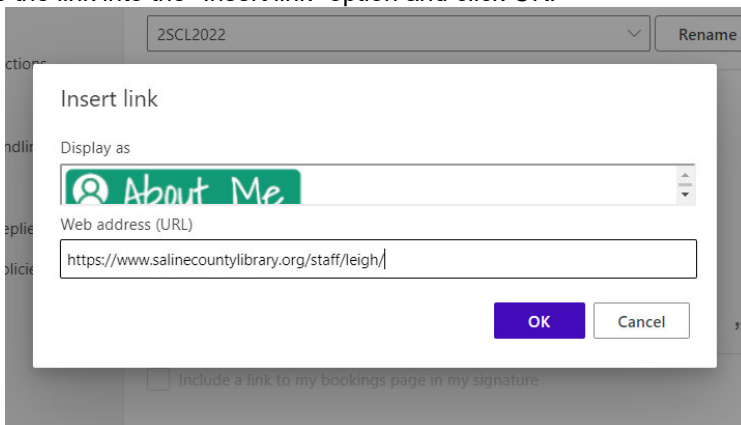
7. Then, go to our website. Under the "About" tab, click on "Meet the Staff"

a.

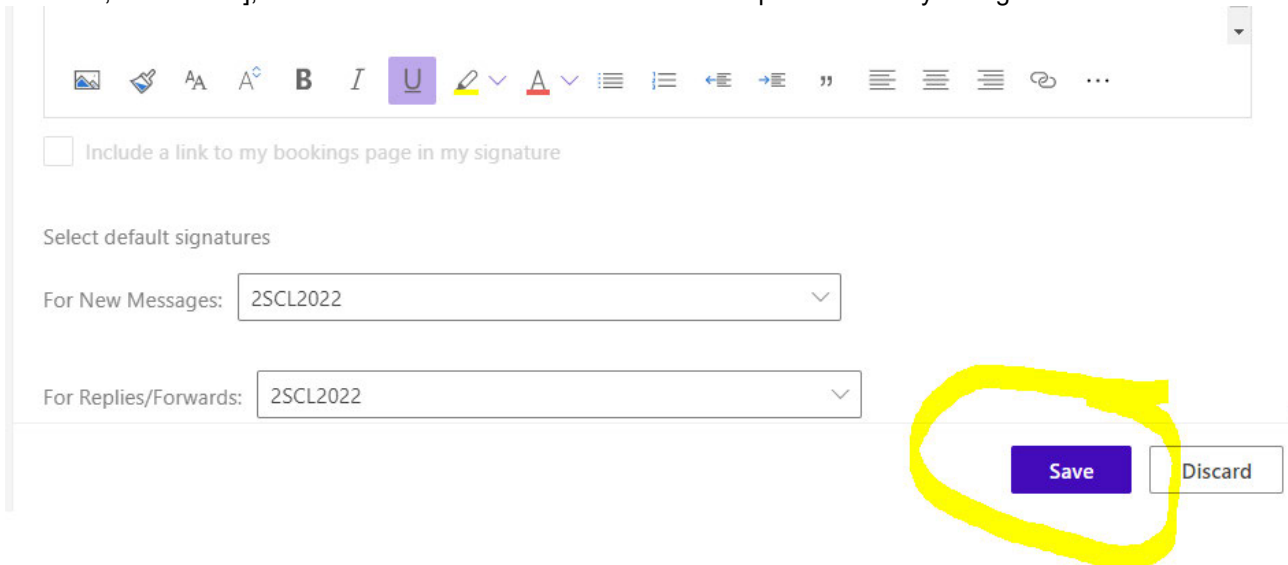
8. Find your avatar and click on it.
a. Copy the web address for your avatar:



9. Paste the link into the "Insert link" option and click OK:



10. After you have finished updating all of your information [phone number, extension if you have one, email address, street address, "about me"], click save at the bottom. You will have the option to name your signature as well:



11. And voila!!! You have an updated signature with (hopefully!) working images!!!

There are also settings for when to use your signature, i.e. use it when composing new emails, when replying or forwarding, etc.

Please, let me know if you have any issues. I'm happy to help, and if I don't know the answer, I will try my best to find one!



Leigh Espey
Library Manager

Phone: [501 778-4766 xt 1002](tel:5017784766)
Email: LeighE@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Fw: Bitmoji Project

Rachel Wallace <rachelw@salinecountylibrary.org>

Thu 11/3/2022 6:08 PM

To: Julieana Joiner julieanaj@salinecountylibrary.org ;Hannah Bailey <hannahb@salinecountylibrary.org>;Holley Monk <holleym@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>;Kari Lapp <karil@salinecountylibrary.org>;Rebecca Kidder <rebeccak@salinecountylibrary.org>

Hey you guys!

If you haven't already, could y'all send your bitmoji's to Francesca and Kari? If you don't have one or if you don't know how to send it there are instructions below to help guide you. If you need help, just ask Rebecca or me.

Also, make sure to get your bio's in 3rd person to them too If y'all need examples to go by feel free to take a look at the Meet the Staff page on our website. [REDACTED]

Meet the Staff - Saline County Library

Bob Herzfeld Memorial Library 1800 Smithers Dr Benton, AR 72015 Phone: (501) 778-4766 Fax: (501) 778-0536 Mabel Boswell Memorial Library 201 Prickett Rd

www.salinecountylibrary.org

Thank you!



Rachel Wallace

Bryant Branch Assistant Manager

Phone [\(501\) 847 2166](tel:(501)8472166) t. 1118

Email Rachelw@salinecountylibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](https://www.google.com/maps/place/201+Prickett+Rd,+Bryant,+AR+72022)



From: Brittany Carter <brittanyc@salinecountylibrary.org>

Sent: Friday, October 16, 2020 8:44 AM

To: Janine Miller <janinem@salinecountylibrary.org>; Brett Williams <brettw@salinecountylibrary.org>; Becky Fischer <beckyf@salinecountylibrary.org>; Lucy Griffin <lucyg@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Heather Harvey <heatherh@salinecountylibrary.org>; Hollie Locke <holliel@salinecountylibrary.org>; Brian Roberson <brianr@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Lyndsey Ammons <lyndseya@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Jennifer Watson <watsonj@salinecountylibrary.org>; Mason Newberry

<masonn@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Rebecca Griffin <rebeccag@salinecountylibrary.org>; Jessica Hodges <jessicah@salinecountylibrary.org>; Anna Wagnon <annaw@salinecountylibrary.org>; Rachel Wallace <rachelw@salinecountylibrary.org>

Cc: Jordan Reynolds <jordanr@salinecountylibrary.org>; Kari Beesley <karib@salinecountylibrary.org>

Subject: Bitmoji Project

Hello everyone,

Marketing is working on a staff page for the website and have had the fun idea to use everyone's bitmojis to show off your great personalities! You guys all sent in a Bitmoji scene a little while back but it turns out that we need a picture of just your Bitmoji. Down below are instruction for creating your Bitmoji and selecting and sending a pose. If you would like help, just send me an email and I will get back to you.

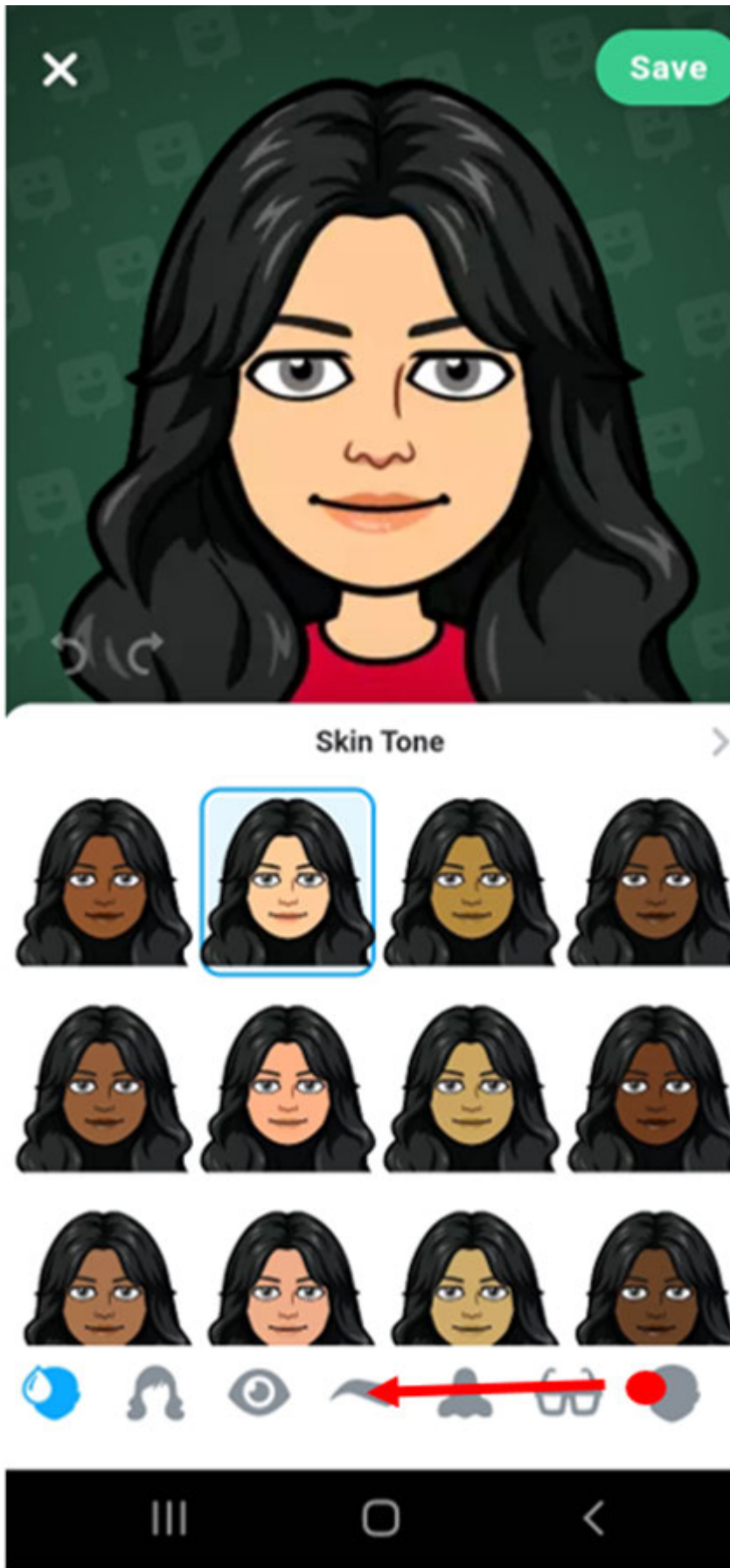
I have downloaded the Bitmoji App to the Benton and Bryant circulation desk tablets and the ask here desk ipad. If you want to keep your bitmoji after you create it, you must make you own Bitmoji App account. If you do not care to save your bitmoji then you can use the account signed in on one of the tablets. Marketing would appreciate having everyone's bitmojis in by the end of October. Thank you guys!

How to create a bitmoji:

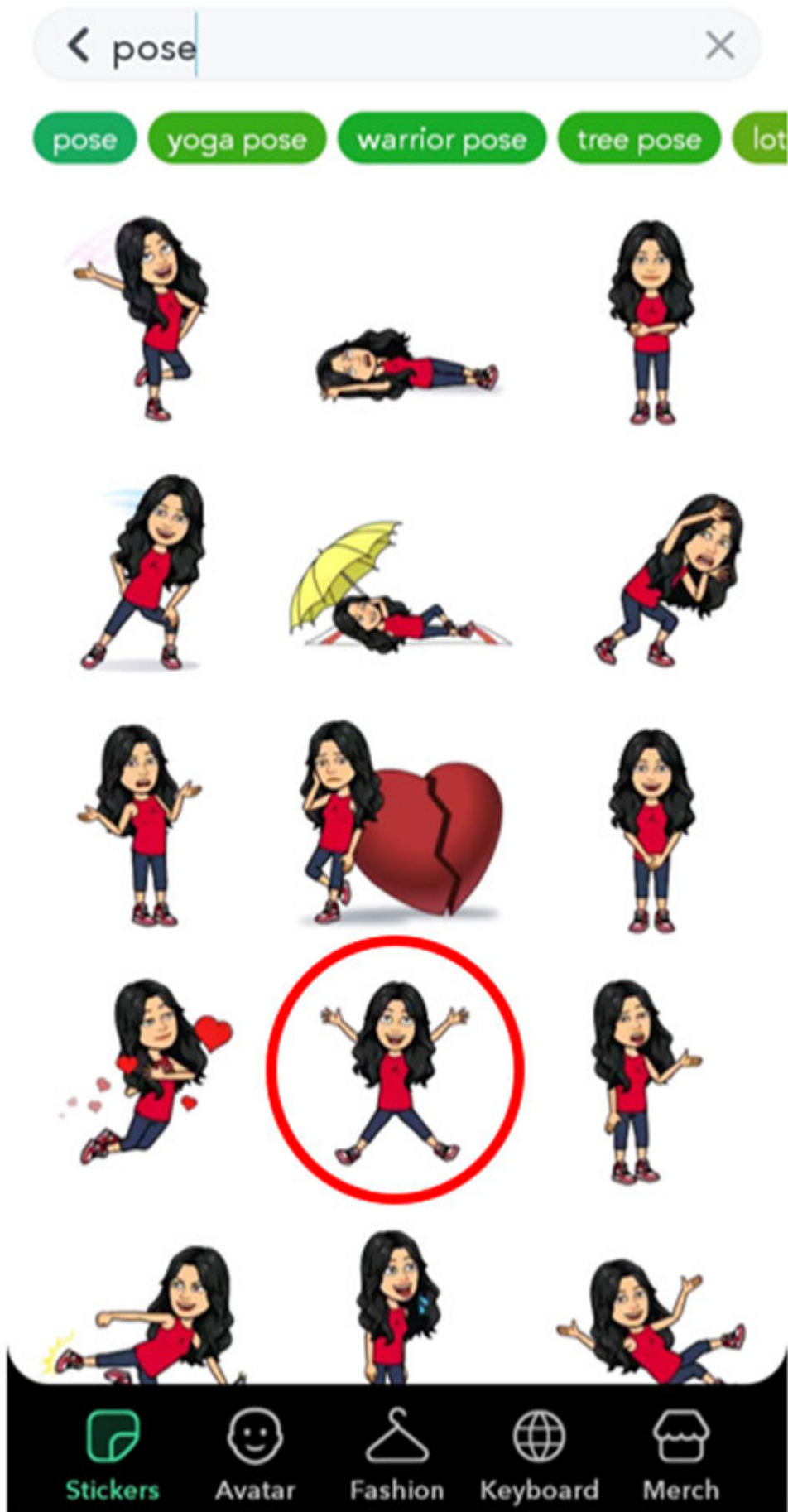
Go to the Bitmoji App and select "Avatar" at the bottom.



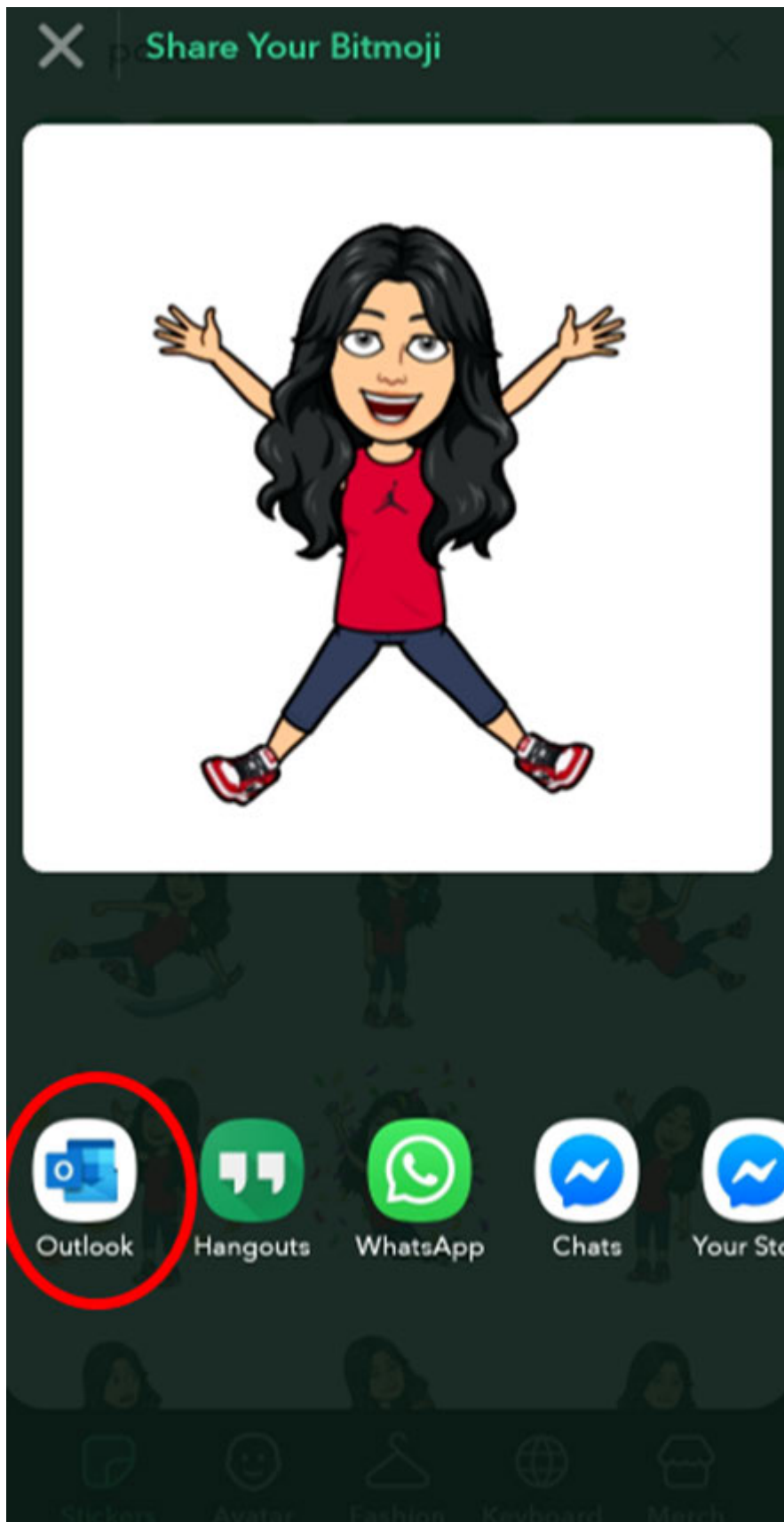
From here you can edit your avatar to look like you. Swipe right to left at the bottom to look through the edit options.



Pick a pose you like! Just make sure the pose is work appropriate!



When you select the bitmoji pose you want, the app should take you to the Share Your Bitmoji screen.



If the Outlook email app is downloaded to your device (Outlook is downloaded to the tablets) then it will come up as a share option. You will then email your picture to Jordan. Please CC me on your email so I know to take you off my list!

Thank you all for helping create the Bitmoji Staff Page!

Brittany Carter

 **SALINE COUNTY LIBRARY**

Adult Programmer

1800 Smithers Drive Benton, AR 72015

501-778-4766 ext. 1304

brittanyc@salinecountylibrary.org

Re: iPads

Amanda Garrison <AmandaG@salinecountylibrary.org>

Thu 11/3/2022 1:00 PM

To: Patty Hector <pattyh@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; managers@salinecountylibrary.org <managers@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Does this count the one we use for Square



Amanda Garrison she | her

Public Services Manager, MLS

Phone: [\(501\) 778-4766 xt 1606](tel:(501)778-4766)Email: AmandaG@SalineCountyLibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](#)**From:** Patty Hector <pattyh@salinecountylibrary.org>**Sent:** Thursday, November 3, 2022 12:49 PM

To: Leigh Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; managers@salinecountylibrary.org <managers@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: iPads

I don't think so because we don't own the DG ipads.

From: Leigh Espey <leighe@salinecountylibrary.org>**Sent:** Thursday, November 3, 2022 11:34 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; managers@salinecountylibrary.org <managers@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: iPads

We do, Patty. Would either one of those be the Democrat iPad?



Leigh Espey

Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)Email: LeighE@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp karil@salinecountylibrary.org
Sent: Thursday, November 3, 2022 11:19 AM
To: Patty Hector pattyh@salinecountylibrary.org ; Wendy Christy wendyc@salinecountylibrary.org ; Rebecca Kidder rebeccak@salinecountylibrary.org ; managers@salinecountylibrary.org ; managers@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org
Subject: Re: iPads

There are two labeled subscriptions Benton and subscriptions Bryant.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)

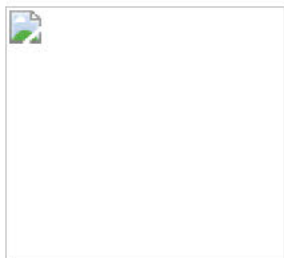


From: Patty Hector <pattyh@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 12:19:10 PM
To: Wendy Christy <wendyc@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; managers@salinecountylibrary.org <managers@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: iPads

Don't we have an ipad at the circ desk in Benton too?

From: Wendy Christy <wendyc@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 11:15 AM
To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; managers@salinecountylibrary.org <managers@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: iPads

Ours is [REDACTED].



Wendy Christy
Youth Services Manager

Phone: [\(501\) 778-4766 xt 1373](tel:(501)778-4766)
Email: wendyc@SalineCountyLibrary.org
Address: [1800 Smither Dr Benton, AR 72015](#)



From: Rebecca Kidder <rebeccak@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 11:00 AM
To: Kari Lapp <karil@salinecountylibrary.org>; managers@salinecountylibrary.org
<managers@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: iPads



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Thursday, November 3, 2022 10:44 AM
To: managers@salinecountylibrary.org <managers@salinecountylibrary.org>; Francesca Castro
<francescac@salinecountylibrary.org>
Subject: iPads

I got a notification this morning that another iPad "[REDACTED]" was connected to our apple account. Rob said he didn't know what this was so I wanted to check in. These are all the devices our account is in that I don't know what it is. Might be best if we rename these something specific. Mine is [REDACTED]. I just want to ,are sure we don't have any hackers on our account!

Thank you!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Public Services statistics

Francesca Castro <francescac@salinecountylibrary.org>

Fri 11/4/2022 9:21 AM

To: Amanda Garrison AmandaG@salinecountylibrary.org

Thank You!

From: Amanda Garrison AmandaG@salinecountylibrary.org

Sent: Thursday, November 3, 2022 11:26 AM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Public Services statistics

Don't know if you still need this, but I'm sending anyway.

Door count September: 10339, average 414

Door count October: 9730, average 374

Reference Questions September: 121 purely reference

Digital Questions: 79

General Questions: 617

Reference Questions: 121

Technology Questions: 265

Questions total: 1082

Reference Questions October: 116 purely reference

Digital Questions: 90

General Questions: 761

Reference Questions: 116

Technology Questions: 279

Questions total: 1246



Amanda Garrison she | her
Public Services Manager, MLS

Phone: [\(501\) 778-4766 xt 1606](tel:(501)778-4766)

Email: AmandaG@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: Jan. 2023 Teen News Article

Francesca Castro <francescac@salinecountylibrary.org>

Tue 1/17/2023 9:43 AM

To: Julieana Joiner <julieanaj@salinecountylibrary.org>

<https://www.linkedin.com/feed/update/urn:li:activity:7021139591168475136>

https://www.salinecountylibrary.org/what-is-makerspace/?fbclid=IwAR1LipqO7VbalsSP_jR12O0VMFB-QNauIKCm33X8a_U4mILN7WhhrICdp10



What is Makerspace? Saline County Library

Start the New Year with a new hobby! Can you even remember the last time you made something, took something apart to see how it worked, or wanted to turn it into something else? Like most of us, you probably haven't made anything in a while. What is Makerspace?

www.salinecountylibrary.org



Saline County Library on LinkedIn: #learning #success #art #project

Start the New Year with a new hobby! Can you even remember the last time you made something, took something apart to see how it worked, or wanted to turn it...

www.linkedin.com

From: Julieana Joiner julieanaj@salinecountylibrary.org

Sent: Tuesday, December 27, 2022 3:45 PM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Jan. 2023 Teen News Article



Julie Joiner

Branch Youth Services Programmer

Phone [\(501\) 847 2166](tel:(501)8472166) e t 2604

Email julieanaj@alinecountylibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



News articles for 2023

Francesca Castro <francescac@salinecountylibrary.org>

Thu 12/15/2022 8:33 AM

To: Kari Lapp <karil@salinecountylibrary.org>;Wendy Christy <wendyc@salinecountylibrary.org>;Julieana Joiner <julieanaj@salinecountylibrary.org>;Dana Bloch <danab@salinecountylibrary.org>;Rebecca Griffin <rebeccag@salinecountylibrary.org>;Mason Newberry <masonn@salinecountylibrary.org>;Bella Cusimano <bellac@salinecountylibrary.org>;Alan Robinette <AlanR@salinecountylibrary.org>;Susie Sward <SusieS@salinecountylibrary.org>;Chelsea Simon <chelseas@salinecountylibrary.org>;Jordan Sandlin <jordans@salinecountylibrary.org>;Leigh Espy <leighe@salinecountylibrary.org>

| News Articles 2023 | | | | |
|--------------------|--------------|------------------------|------------|------------|
| Week | STAFF MEMBER | AUDIENCE/TOPIC | DUE DATE | POST DATE |
| 1-Jan | Fran | Adult-New Year ,New Me | 1/3/2023 | 1/10/2023 |
| 2-Jan | Julie | teen | 1/10/2023 | 1/17/2023 |
| 3-Jan | Becca | tween | 1/17/2023 | 1/24/2023 |
| 4-Jan | Dana | children | 1/24/2023 | 1/31/2023 |
| 1-Feb | Mason | Adult | 1/31/2023 | 2/7/2023 |
| 2-Feb | Chelsea | teen | 2/7/2023 | 2/14/2023 |
| 3-Feb | Jordan | tween | 2/14/2023 | 2/21/2023 |
| 4-Feb | Dana | children | 2/21/2023 | 2/28/2023 |
| 1-Mar | Alan | Adult | 2/28/2023 | 2/7/2023 |
| 2-Mar | Julie | teen | 3/7/2023 | 3/14/2023- |
| 3-Mar | Becca | tween | 3/14/2023 | 3/21/2023 |
| 4-Mar | Dana | children | 3/21/2023 | 3/28/2023 |
| 1-Apr | Susie | Adult | 3/28/2023 | 4/4/2023 |
| 2-Apr | Chelsea | teen | 4/4/2023 | 4/11/2023 |
| 3-Apr | Jordan | tween | 4/11/2023 | 4/18/2023 |
| 4-Apr | Dana | children | 4/18/2023 | 4/25/2023 |
| 1-May | Bella | Adult | 5/2/2023 | 5/9/2023 |
| 2-May | Julie | teen | 5/9/2023 | 5/16/2023 |
| 3-May | Becca | tween | 5/16/2023 | 5/23/2023 |
| 4-May | Dana | children | 5/23/2023 | 5/30/2023 |
| 1-Jun | Kari | Adult | 5/30/2023 | 6/6/2023 |
| 2-Jun | Chelsea | teen | 6/6/2023 | 6/13/2023 |
| 3-Jun | Jordan | tween | 6/13/2023 | 6/20/2023 |
| 4-Jun | Dana | children | 6/20/2023 | 6/27/2023 |
| 1-Jul | Leigh | Adult | 7/27/2023 | 7/4/2023 |
| 2-Jul | Julie | teen | 7/4/2023 | 7/11/2023 |
| 3-Jul | Becca | tween | 7/11/2023 | 7/18/2023 |
| 4-Jul | Dana | children | 7/18/2023 | 7/25/2023 |
| 1-Aug | Mason | Adult | 8/1/2023 | 8/8/2023 |
| 2-Aug | Chelsea | teen | 8/8/2023 | 8/15/2023 |
| 3-Aug | Jordan | tween | 8/15/2023 | 8/22/2023 |
| 4-Aug | Dana | children | 8/22/2023 | 8/29/2023 |
| 1-Sep | Alan | Adult | 8/29/2023 | 9/5/2023 |
| 2-Sep | Julie | teen | 9/5/2023 | 9/12/2023 |
| 3-Sep | Becca | tween | 9/12/2023 | 9/19/2023 |
| 4-Sep | Dana | children | 9/19/2023 | 9/26/2023 |
| 1-Oct | Susie | Adult | 10/3/2023 | 10/10/2023 |
| 2-Oct | Chelsea | teen | 10/10/2023 | 10/17/2023 |
| 3-Oct | Jordan | tween | 10/17/2023 | 10/24/2023 |
| 4-Oct | Dana | children | 10/24/2023 | 10/31/2023 |
| 1-Nov | Leigh | Adult | 10/31/2023 | 11/7/2023 |
| 2-Nov | Julie | teen | 11/7/2023 | 11/14/2023 |
| 3-Nov | Becca | tween | 11/14/2023 | 11/21/2023 |

| | | | | | |
|-------|---------|----------|------------|------------|--------|
| 4-Nov | Dana | children | 11/21/2023 | 11/28/2023 | |
| 1-Dec | Bella | Adult | 11/28/2023 | 11/5/2023 | |
| 2-Dec | Chelsea | teen | 11/5/2023 | 11/12/2023 | |
| 3-Dec | Jordan | tween | 11/12/2023 | 11/19/2023 | |
| 4-Dec | Dana | Children | 11/15/2023 | 11/22/2023 | Friday |



Francesca Castro

Marketing Coordinator

Phone: [\(501\) 778.4766 xt 1338](tel:(501)778.4766xt1338)

Email: FrancescaC@salineCountyLibrary.org

Address: [1800 Mithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Mithers+Dr,+Benton,+AR+72015)



Re: 2023 Book List Schedule

Francesca Castro <francescac@salinecountylibrary.org>

Fri 3/31/2023 11:37 AM

To: Amanda Garrison <AmandaG@salinecountylibrary.org>

Just send me your top favorite books and a little description for the website!

Thanks,
Francesca

From: Amanda Garrison <AmandaG@salinecountylibrary.org>

Sent: Friday, March 31, 2023 11:00 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: 2023 Book List Schedule

Hey... I have this pinned as important in my inbox but I seem to have forgotten what it is that I'm supposed to be doing with it. Is this a list on Bibliocommons or a list sent to you or both or neither? I cannot for the life of me remember but my scheduled time is creeping ever closer.



Amanda Garrison she | her
Public Services Manager, MLS

Phone: [\(501\) 778-4766 xt 1606](tel:(501)778-4766)

Email: AmandaG@SalineCountyLibrary.org

Address: [1800 mithers Dr Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Thursday, December 15, 2022 8:27 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Dana Bloch <danab@salinecountylibrary.org>; Rebecca Griffin <rebeccag@salinecountylibrary.org>; Julieana Joiner <julieanaj@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Chelsea Simon <chelseas@salinecountylibrary.org>; Taylor Morrissey <TaylorM@salinecountylibrary.org>; Lily Webb <LilyW@salinecountylibrary.org>; Lyndsey Ammons <lyndsey@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Brad Crumby <bradc@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>

Subject: 2023 Book List Schedule

Book List Post Schedule

| Week | STAFF MEMBER | AUDIENCE/TOPIC | DUE DATE | POST DATE | |
|-------|--------------|----------------|-----------|-----------|--------|
| 1-Jan | Dana | Children | 1/5/2023 | 1/12/2023 | |
| 2-Jan | Becca | tween | 1/12/2023 | 1/19/2023 | |
| 3-Jan | Julie | teen | 1/19/2023 | 1/26/2023 | |
| 4-Jan | Lyndsey | adult | 1/20/2023 | 1/27/2023 | Friday |
| 1-Feb | Dana | Children | 1/26/2023 | 2/2/2023 | |
| 2-Feb | Jordan | tween | 2/2/2023 | 2/9/2023 | |
| 3-Feb | Chelsea | teen | 2/9/2023 | 2/16/2023 | |
| 4 Feb | Taylor | adult | 2/16/2023 | 2/23/2023 | |
| 1 Mar | Dana | Children | 2/23/2023 | 3/2/2023 | |
| 2 Mar | Becca | tween | 3/2/2023 | 3/9/2023 | |
| 3 Mar | Julie | teen | 3/9/2023 | 3/16/2023 | |
| 4 Mar | Fran | adult | 3/16/2023 | 3/23/2023 | |
| 1 Apr | Dana | Children | 3/30/2023 | 4/6/2023 | |
| 2 Apr | Jordan | tween | 4/6/2023 | 4/13/2023 | |
| 3 Apr | Chelsea | teen | 4/13/2023 | 4/20/2023 | |
| 4-Apr | Amanda | adult | 4/20/2023 | 4/27/2023 | |
| 1 May | Dana | Children | 4/27/2023 | 5/4/2023 | |
| 2 May | Becca | tween | 5/4/2023 | 5/11/2023 | |
| 3 May | Julie | teen | 5/11/2023 | 5/18/2023 | |
| 4 May | Lily | adult | 5/18/2023 | 5/25/2023 | |
| 1 Jun | Dana | Children | 6/1/2023 | 6/8/2023 | |
| 2 Jun | Jordan | tween | 6/8/2023 | 6/15/2023 | |
| 3 Jun | Chelsea | teen | 6/15/2023 | 6/22/2023 | |

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|-------|---------|----------|------------|------------|--|
| 4-Jun | Lyndsey | adult | 6/22/2023 | 6/29/2023 | |
| 1-Jul | Dana | Children | 6/29/2023 | 7/6/2023 | |
| 2-Jul | Becca | tween | 7/6/2023 | 7/13/2023 | |
| 3-Jul | Julie | teen | 7/13/2023 | 7/20/2023 | |
| 4-Jul | Lyndsey | adult | 7/20/2023 | 7/27/2023 | |
| 1-Aug | Dana | Children | 7/27/2023 | 8/3/2023 | |
| 2-Aug | Jordan | tween | 8/3/2023 | 8/10/2023 | |
| 3-Aug | Chelsea | teen | 8/10/2023 | 8/17/2023 | |
| 4-Aug | Amanda | adult | 8/17/2023 | 8/24/2023 | |
| 1-Sep | Dana | Children | 8/31/2023 | 9/7/2023 | |
| 2-Sep | Becca | tween | 9/7/2023 | 9/14/2023 | |
| 3-Sep | Julie | teen | 9/14/2023 | 9/21/2023 | |
| 4-Sep | Brad | adult | 9/21/2023 | 9/28/2023 | |
| 1-Oct | Dana | Children | 9/28/2023 | 10/5/2023 | |
| 2-Oct | Jordan | tween | 10/5/2023 | 10/12/2023 | |
| 3-Oct | Chelsea | teen | 10/12/2023 | 10/19/2023 | |
| 4-Oct | Lily | adult | 10/19/2023 | 10/26/2023 | |
| 1-Nov | Dana | Children | 10/26/2023 | 11/2/2023 | |
| 2-Nov | Becca | tween | 11/2/2023 | 11/9/2023 | |
| 3-Nov | Julie | teen | 11/9/2023 | 11/16/2023 | |
| 4-Nov | Susie | adult | 11/16/2023 | 11/23/2023 | |
| 1-Dec | Dana | Children | 11/30/2023 | 12/7/2023 | |
| 2-Dec | Jordan | tween | 12/7/2023 | 12/14/2023 | |
| 3-Dec | Chelsea | teen | 12/14/2023 | 12/14/2023 | |
| 4-Dec | Amanda | adult | 12/21/2023 | 12/28/2023 | |
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Hello, this is the 2023 schedule for the booklist. Please let me know if you have any questions about this schedule.

Thanks!



Francesca Castro
 Marketing Coordinator
 Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)
 Email: FrancescaC@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



Re: Book List and News Story

Francesca Castro <francescac@salinecountylibrary.org>

Wed 12/14/2022 10:38 AM

To: Wendy Christy wendyc@salinecountylibrary.org ; Kari Lapp karil@salinecountylibrary.org

Here is the link to the book review and news stories for 2023. Let me know if anything needs to be adjusted!

[Book Reviews & Lists Schedule.xlsx](#)

From: Francesca Castro

Sent: Tuesday, December 13, 2022 2:24 PM

To: Wendy Christy wendyc@salinecountylibrary.org ; Kari Lapp karil@salinecountylibrary.org

Subject: Book List and News Story

Good Afternoon, Wendy, I am needing to know who would like to write the YS book list and YS news articles for 2023. I wanted to go through you first before making the list to prevent any confusion. Thanks!

Francesca Castro Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766-xt-1338)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)

Fw: Treat Trails October 29th

Bella Cusimano <bellac@salinecountylibrary.org>

Thu 10/27/2022 10:44 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

📎 1 attachments (637 KB)

TreatTrail.jpg



Bella Cusimano
Outreach Coordinator

Phone: [\(501\) 778-4766 xt 1304](tel:(501)778-4766)

Email: bellac@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

From: Brandon Spurlock <Brandon.Spurlock@bentonar.org>

Sent: Wednesday, October 26, 2022 11:18 AM

Subject: Treat Trails - October 29th

Treat Trails Participants,

We are excited to only be a few days away from our Treat Trails event that will be held here at the River Center on Saturday, October 29th. The event is scheduled to be held at the River Center and will follow the trail surrounding Riverside Soccer Complex to trick or treat with many of the local vendors and organizations!

In the event of inclement weather, Treat Trails will be moved into the River Center Gymnasium to Courts 3 & 4. Participants will be directed down the main hallway to enter court 4. An announcement will be made by Friday, no later than 5 00 PM

If you have further questions feel free to reach out to Brandon Spurlock.

Brandon Spurlock | Special Events Programmer

City of Benton, Arkansas | Parks & Recreation

1800 Citizens Drive | Benton, AR 72015

Phone: 501-776-5970 | Cell: 501-860-9063



This email was sent from outside the organization.

Fran and I out

Kari Lapp <karil@salinecountylibrary.org>

Thu 10/27/2022 9:49 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Just letting you know that Francesca and I will be out at an event until about 2. Today is the first responders luncheon in Bryant at the fire department if anyone wants to attend :)



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766xt1350)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Website Exploring

Kari Lapp <karil@salinecountylibrary.org>

Thu 10/27/2022 7:26 AM

To: Jordan Sandlin jordans@salinecountylibrary.org ; Francesca Castro <francescac@salinecountylibrary.org>

Cc: Wendy Christy <wendyc@salinecountylibrary.org>

Yes. That is another duty that Francesca hasn't gotten into the habit of doing but we can do it. :)

As far as the links, they are supposed to be the same so not sure what's going on there but I will look into it



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766](tel:(501)7784766) t 1350

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Jordan Sandlin jordans@salinecountylibrary.org

Sent: Wednesday, October 26, 2022 4:39:39 PM

To: Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Cc: Wendy Christy wendyc@salinecountylibrary.org

Subject: Re: Website Exploring

What probably need to happen is that the landing page for "Just For You" should have the same links as the drop-down options for "Just For You." All of those in the drop-down menu look fine to us, so they should match on the landing page.

Also noticed on the For Kids, Tween Zone, and Teen Scene landing page that our carousels and book lists are a little outdated. Would it be possible to get those updated to our more recent news stories and book lists?

Thank!



Jordan Sandlin
Tween Librarian

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1303

Email: JordanS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Wednesday, October 26, 2022 3:39 PM
To: Jordan Sandlin <jordans@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Cc: Wendy Christy <wendyc@salinecountylibrary.org>
Subject: Re: Website Exploring

have fixed it Can you look at the link on that page, though? Some of them go to blank page and I am not sure what you want The main one is the homework help I there a specific page we need to link to or do you want to create a page with specific info?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smither Dr Benton, AR 72015](#)



From: Jordan Sandlin <jordans@salinecountylibrary.org>
Sent: Wednesday, October 26, 2022 2:55 PM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Cc: Wendy Christy <wendyc@salinecountylibrary.org>
Subject: Website Exploring

Hey y'all,

We were poking around on the website today and noticed that there is no tween section. Well, when you click the drop-down menu under "Just for You" there are tween options, but when you click Just for You to take you to that particular home page, it only has for Kid , for Teen and for Adult section Can we get that fixed? Let me know if this email doesn't make any sense.

Thanks!



Jordan Sandlin
Tween Librarian

Phone: [\(501\) 778-4766 xt 1303](tel:(501)778-4766)
 Email: JordanS@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Print

Kari Lapp <karil@salinecountylibrary.org>

Wed 10/26/2022 12:23 PM

To: Francesca Castro francescac@salinecountylibrary.org ;Feli Soto Toro felit@salinecountylibrary.org

Felix, I am including you on this. Did you ever get the printer application installed correctly on Francesca's computer so she can print to the poster printer?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 12:20 PM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Re: Print

I am not sure how to get the sizes right It doesn't give the options

From: Kari Lapp karil@salinecountylibrary.org

Sent: Wednesday, October 26, 2022 11:29 AM

To: Francesca Castro francescac@salinecountylibrary.org ; Brad Crumby bradc@salinecountylibrary.org

Subject: Re: Print

I wasn't here on Monday. So sorry. Francesca, are you still not set up on the poster printer?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, October 24, 2022 2:09:29 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Brad Crumby <bradc@salinecountylibrary.org>

Subject: Print



FROM THE SUPER FRIENDS AT THE SALINE COUNTY LIBRARY

Hello. When you have the chance will you print this off on the poster computer for the friends. Thanks.



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



February Tween Article and Booklist

Jordan Sandlin <jordans@salinecountylibrary.org>

Mon 1/30/2023 4:42 PM

To: Francesca Castro francescac@salinecountylibrary.org

Here's the next news article I think you'll need from Tweens, Fran. [📄 Tween February '23 News Article.docx](#)

Here' the next book li t too I an't remember if I ent that to you already or not [📄 February_\(Funny\).docx](#)

Thank ,
Jordan



Jordan Sandlin

Tween Librarian

Phone: [\(501\) 778-4766 xt 1303](tel:(501)778-4766)

Email: JordanS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Children's booklist Jan

Francesca Castro <francescac@salinecountylibrary.org>

Thu 1/12/2023 8:47 AM

To: Dana Bloch danab@salinecountylibrary.org

You're the Best!

From: Dana Bloch <danab@salinecountylibrary.org>

Sent: Thursday, January 12, 2023 8:47 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Children's booklist - Jan

 [January 23 book list.docx](#)

I'm not sure if I did or not! Here is it, just in case!

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Thursday, January 12, 2023 8:45 AM

To: Dana Bloch <danab@salinecountylibrary.org>

Subject: Children's booklist - Jan

Good Morning Dana, Have you already emailed me the January Children's booklist? I have it going out today. If you already have, I'll double check my emails.

Thanks!



Francesca Castro

Marketing Coordinator

Phone [\(501\) 778 4766 xt 1338](tel:(501)778-4766-xt1338)

Email France_caC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Rebecca Griffin shared "January Book List (non fiction)" with you.

Rebecca Griffin <rebeccag@salinecountylibrary.org>

Thu 12/29/2022 8:48 AM

To: Francesca Castro francescac@salinecountylibrary.org



Rebecca Griffin shared a file with you

Here's January's Tween Booklist. Let me know if you need anything else! Thank you!



January Book List (non fiction)



This link will work for anyone in Saline County Library.

Open

Reminder: "March Book List" has been shared with you.

SharePoint Online <no-reply@sharepointonline.com>

Fri 3/3/2023 3:22 PM

To: Francesca Castro francescac@salinecountylibrary.org

Rebecca Griffin shared this with you 7 days ago. If you missed it, here's a quick reminder

This link will work for anyone in Saline County Library

March Book List

Open

Microsoft respects your privacy. To learn more, please read our [Privacy Statement](#).
Microsoft Corporation One Microsoft Way Redmond WA 98052

[Notification Settings](#)

This email was sent from outside the organization.

Rebecca Griffin shared "March Book List" with you.

Rebecca Griffin <rebeccag@salinecountylibrary.org>

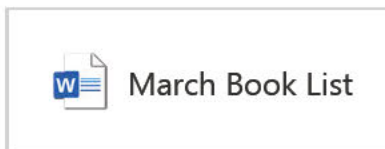
Fri 2/24/2023 3:08 PM

To: Francesca Castro francescac@salinecountylibrary.org



Rebecca Griffin shared a file with you

Here's the middle grade book list for March! :)



This link will work for anyone in Saline County Library.

Open

Chelsea Simon shared "Teen Article February 2023" with you.

Chelsea Simon <chelseas@salinecountylibrary.org>

Tue 2/7/2023 11:37 AM

To: Francesca Castro francescac@salinecountylibrary.org



Chelsea Simon shared a file with you

See news article below!



Teen Article February 2023



This link will work for anyone.

Open

Feb

Mason Newberry <masonn@salinecountylibrary.org>

Fri 2/3/2023 8:35 AM

To: Francesca Castro francescac@salinecountylibrary.org

📎 1 attachments (17 KB)

Feburay docx

Hey Fran!

Here is the February news story!



Mason Newberry

Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



 [About Me](#)

Re: Youtube Channel

Alan Robinette <AlanR@salinecountylibrary.org>

Mon 10/24/2022 8:05 PM

To: Francesca Castro francescac@salinecountylibrary.org

Thank you!

On Oct 24, 2022 at 1:34 PM, <[Francesca Castro](#)> wrote:

Ok I was able to upload a few

From: Alan Robinette <AlanR@salinecountylibrary.org>

Sent: Monday, October 24, 2022 1:27 PM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Subject: Re: Youtube Channel

I believe they are all on Wave, with captioning



Alan Robinette

Community Librarian, MLIS

Phone: [:\(501\) 778-4766 xt 1201](tel:(501)778-4766)

Email: AlanR@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, October 24, 2022 10:22 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Alan Robinette <AlanR@salinecountylibrary.org>

Subject: Re: Youtube Channel

alright. I will get to it asap. I do not have access to the P drive at the moment. Is there another way to get the videos?

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Monday, October 24, 2022 10:19 AM

To: Francesca Castro <francescac@salinecountylibrary.org>; Alan Robinette <AlanR@salinecountylibrary.org>

Subject: Re: Youtube Channel

Yes please



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, October 24, 2022 10:14:31 AM

To: Alan Robinette <AlanR@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Subject: Youtube Channel

Hi Alan and Kari,

I know we discussed a little about posting more on the YouTube Channel Would you like me to add Saline Co speaks on there?

Thanks



Francesca Castro
Marketing Coordinator

Phone [\(501\) 778 4766 t 1338](tel:(501)778-4766)
 Email France_caC@SalineCountyLibrary.org
 Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr,+Benton,+AR+72015)



Re: Award

Kari Lapp <karil@salinecountylibrary.org>

Thu 10/6/2022 8:11 AM

To: Stacy Childress stacyc@salinecountylibrary.org ; Taylor Morrissey <TaylorM@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Ok. Then we can try again tomorrow.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)




From: Stacy Childress <stacyc@salinecountylibrary.org>

Sent: Thursday, October 6, 2022 8:10:44 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Taylor Morrissey <TaylorM@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Award

 so she might be back tomorrow



Stacy Childress
Collections Manager

Phone [\(501\)778 4766 xt 1254](tel:(501)778-4766)

Email tacyc@salinecountylibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp karil@salinecountylibrary.org

Sent: Thursday, October 6, 2022 8:09 AM

To: Stacy Childress stacyc@salinecountylibrary.org ; Taylor Morrissey TaylorM@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Re: Award

Oh no! Looks like something is going around again. No worries. We can always get a picture next week.



Kari Lapp Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Stacy Childress <stacyc@salinecountylibrary.org>

Sent: Thursday, October 6, 2022 8:08:50 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Taylor Morrissey <TaylorM@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Award



Stacy Childress Collections Manager

Phone [\(501\)778 4766 xt 1254](tel:(501)778-4766)

Email tacyc@salinecountylibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp karil@salinecountylibrary.org

Sent: Thursday, October 6, 2022 8:01 AM

To: Taylor Morrissey TaylorM@salinecountylibrary.org ; Stacy Childress stacyc@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Award

I am not in this week. Just not feeling the greatest. If you guys want to take your picture with the award, just let Francesca know or you can get it yourself, just send us a picture please :)

The awards are in the grey box on the green chair in my office.



Kari Lapp Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: TikTok

Kari Lapp <karil@salinecountylibrary.org>

Wed 10/5/2022 8:03 PM

To: Francesca Castro francescac@salinecountylibrary.org

I cannot find it.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766-xt1350)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 11:50 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Re: TikTok

Can you resend it to me

Also, I plan to do one for mad Hatter day and our Halloween costumes.

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 11:31 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: TikTok

Should we do the fall one ne t week?



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766-xt1350)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Wednesday, October 5, 2022 11:19 AM

To: allstaff@salinecountylibrary.org allstaff@salinecountylibrary.org

Subject: TikTok

Hi everyone, I plan to have our TikTok account launch October 13th, so far, we only have three videos to post and were creating another one this afternoon.

PLEASE come to me if you have any ideas on a TikTok to film. It can be anything from a book review, DIY Kit, " Librarian" Outfit of the day, Day in the life of _____, skits, tutorials, the options are almost endless. Also if you are on TikTok please go ahead and follow our account @ salinecountylibrary

I want to create content in the afternoons on Wednesdays and Fridays. If this is inconvenient let me know I can always adjust.

Bryant Staff, I will be more than happy to come to you all and create some content please let me know what a good time is.

Thank you to everyone who volunteered to be in TikTok's yesterday. I had a blast!



Francesca Castro

Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Fw: Tik tok

Kari Lapp <karil@salinecountylibrary.org>

Wed 10/5/2022 7:48 PM

To: Francesca Castro francescac@salinecountylibrary.org



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp

Sent: Monday, September 19, 2022 9:52 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Tik tok

This would be a really fun voice over. Do you want to do some this week? We can also do the fall one because first day of fall is next week.

<https://www.facebook.com/reel/1263782577495634?fs=e&s=TleQ9V>



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



ARLA

Kari Lapp <karil@salinecountylibrary.org>

Wed 10/5/2022 10:54 AM

To: Francesca Castro francescac@salinecountylibrary.org ;Bella Cusimano bellac@salinecountylibrary.org

Can you see if one of you got the ARLA confirmation receipts from last month? I cannot remember if I did it for Francesca or Bella. I think I did it for Francesca. Please print and put on my desk. I am putting together the conference info in a folder so we have it when we go.



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Re: Comunico Passports

Kari Lapp <karil@salinecountylibrary.org>

Wed 10/5/2022 10:43 AM

To: Rachel Wallace rachelw@salinecountylibrary.org ;Rebecca Kidder <rebeccak@salinecountylibrary.org>;Francesca Castro <francescac@salinecountylibrary.org>

Ok. Then if you guys are ok with that, I can ask them to use those parameters as well and see how that goes.



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766-xt1350)
Email KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Rachel Wallace rachelw@salinecountylibrary.org
Sent: Wednesday, October 5, 2022 10 41 AM
To: Kari Lapp karil@salinecountylibrary.org ; Rebecca Kidder rebeccak@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org
Subject: Re Comunico Passports

Every now and then we may have a Saturday when there is no passport agent but as long as passport agents get a notification about the booking a few days in advance we should be good



Rachel Wallace
Assistant Branch Manager

Phone: [\(501\) 847-2166 Ext. 1118](tel:(501)847-2166-Ext.1118)
Email: RachelW@SalineCountyLibrary.org
Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 9:55 AM

To: Rachel Wallace <rachelw@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Comunico - Passports

Future holidays should be blocked because those are put into the calendar. We don't have set days for passport agents to be there, do we. Like we can say these are the hours/days and give them the parameters that has to be booked at least 7 days in advance so we have time to call back if a person is not there?



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

From: Rachel Wallace <rachelw@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 6:26 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Comunico - Passports

If I remember correctly, a patron would book themselves a passport appointment and they would get an automatic confirmation that their appointment was booked.

That was not good for passport agents because they needed to confirm the booking to make sure the scheduled time and day chosen is when a passport agent is present and that we are open and not off for a Holiday. I don't think future holidays could be blocked for some reason



Rachel Wallace

Assistant Branch Manager

Phone: [\(501\) 847-2166 Ext. 1118](tel:(501)847-2166)

Email: RachelW@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Tuesday, October 4, 2022 4:53 PM
To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Cc: Rachel Wallace <rachelw@salinecountylibrary.org>
Subject: Re: Comunico - Passports

That is what I hope. What were the issues in the past so I can see if I can figure it out.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smither Dr Benton, AR 72015](#)



From: Rebecca Kidder <rebeccak@salinecountylibrary.org>
Sent: Tuesday, October 4, 2022 4:09:47 PM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Cc: Rachel Wallace <rachelw@salinecountylibrary.org>
Subject: Comunico - Passports

Will passport appointments be going on Comunico? And will patrons be able to make those appointments themselves? I know we talked about it in the past and had issues.

Thanks!



Rebecca Kidder
Branch Manager

Phone: [\(501\) 847-2166 Ext. 1101](tel:(501)847-2166)
 Email: RebeccaK@SalineCountyLibrary.org
 Address: [201 Prickett Road, Bryant, AR 72022](#)



Re: homeschool hour today

Francesca Castro <francescac@salinecountylibrary.org>

Wed 10/5/2022 10:26 AM

To: Kari Lapp karil@salinecountylibrary.org

yes what Time?

From: Kari Lapp karil@salinecountylibrary.org

Sent: Wednesday, October 5, 2022 10 25 AM

To: Dana Bloch danab@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Re homeschool hour today

Francesca, do you think you can go take pictures?

I am going home because [REDACTED].



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)7784766xt1350)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](http://1800SmithersDrBentonAR72015)



From: Dana Bloch danab@salinecountylibrary.org

Sent: Wednesday, October 5, 2022 10 25 AM

To: Francesca Castro francescac@salinecountylibrary.org ; Kari Lapp karil@salinecountylibrary.org

Subject: homeschool hour today

We have some cool stuff happening in homeschool hour today! I will try to remember to take pictures (my kids in the teen area are decorating cookies) but Jordan is super bad at remembering. Her kids (meeting room) are making potions It would be a great october social media post, or something fun for the skeleton crew to sit in on for a picture. Just a thought!



Dana Bloch

Youth Services Programmer

Phone: [\(501\) 778-4766 xt 1388](tel:(501)778-4766xt1388)

Email:

Address: [1800 Smithers Dr. Benton, AR 72015](http://1800SmithersDrBentonAR72015)





Reply

Forward



Re: Computer Classes and Digital Literacy Grant

Bella Cusimano <bellac@salinecountylibrary.org>

Wed 10/26/2022 12:08 PM

To: Kari Lapp karil@salinecountylibrary.org ;Jordan Sandlin jordans@salinecountylibrary.org ;Patty Hector <pattyh@salinecountylibrary.org>;Leigh Espey <leighe@salinecountylibrary.org>;Rebecca Kidder <rebeccak@salinecountylibrary.org>;Amanda Garrison <AmandaG@salinecountylibrary.org>;Felix Soto Toro <felix@salinecountylibrary.org>;Rob Walton <Robw@salinecountylibrary.org>;Francesca Castro francescac@salinecountylibrary.org ;Wendy Christy wendyc@salinecountylibrary.org ;Yajaira Tapia <YajairaT@salinecountylibrary.org>;Brittany Carter <brittanyc@salinecountylibrary.org>

Sound good to me!



Bella Cusimano Outreach Coordinator

Phone: [\(501\) 778-4766 xt 1304](tel:(501)778-4766)

Email: bellac@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 10:40 AM

To: Bella Cusimano <bellac@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

How about 1PM? Sen ory Storytime i in the meeting room from 10 30 11 30



Kari Lapp Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Bella Cusimano bellac@salinecountylibrary.org

Sent: Wednesday, October 26, 2022 10 07 AM

To: Jordan Sandlin jordans@salinecountylibrary.org ; Patty Hector pattyh@salinecountylibrary.org ; Leigh

Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

What's a good time? The friends will be here at 9:30 for judging.

From: Jordan Sandlin <jordans@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 9:45:37 AM

To: Patty Hector <pattyh@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

I can do Mondays!

Get [Outlook for iOS](#)

From: Patty Hector <pattyh@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 9:42:41 AM

To: Bella Cusimano <bellac@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

Monday is fine with me.

From: Bella Cusimano <bellac@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 9:41 AM

To: Patty Hector <pattyh@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

Kari suggested Monday the 31st as well. Our next class is the 7th so it would be good to get it done before that class? We can have a costume meeting! Ha

From: Patty Hector <pattyh@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 9:38:43 AM

To: Leigh Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Felix Soto Toro <felixt@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

I think we can put it off a week.

From: Leigh Espey <leighe@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 9:37 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Felix Soto Toro <felixt@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

Would Monday work so that Kari can be there? If not, it might be best to put it off until the Tuesday after so that Kari can attend.



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



About Me

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Tuesday, October 25, 2022 5:07 PM

To: Jordan Sandlin <jordans@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Felix Soto Toro <felixt@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

Francesca and I will be in Indianapolis next week.



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Jordan Sandlin <jordans@salinecountylibrary.org>

Sent: Tuesday, October 25, 2022 5:01:54 PM

To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Felix Soto Toro <felixt@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

Tuesday's are busy in YS land but my schedule isn't very busy then. Thursdays are hard for me, though. So I vote Tuesday.

Get [Outlook for iOS](#)

From: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Sent: Tuesday, October 25, 2022 1:31:29 PM

To: Patty Hector <pattyh@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Felix Soto Toro <felixt@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

Tuesdays work well for me if I need to be there.

From: Patty Hector <pattyh@salinecountylibrary.org>

Sent: Tuesday, October 25, 2022 12:25 PM

To: Bella Cusimano <bellac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Felix Soto Toro <felixt@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

Tuesdays or Thursdays are better for me. There is a managers' meeting on Tuesday mornings 9-10.

From: Bella Cusimano <bellac@salinecountylibrary.org>

Sent: Tuesday, October 25, 2022 12:16 PM

To: Patty Hector <pattyh@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

What does Tuesday, Wednesday, or Thursday look like for everyone next week?



Bella Cusimano
Outreach Coordinator

Phone: [\(501\) 778-4766 xt 1304](tel:(501)778-4766)

Email: bellac@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Patty Hector <pattyh@salinecountylibrary.org>

Sent: Tuesday, October 25, 2022 11:17 AM

To: Bella Cusimano <bellac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

I think it's a great idea to have another meeting.

From: Bella Cusimano <bellac@salinecountylibrary.org>

Sent: Tuesday, October 25, 2022 10:55 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

I have gotten two classes scheduled to be held in Hot springs village for November 17th & 18th (1p-3p)with our laptops (that will hopefully be in by then). I have already

reached out to Jordan S about assisting since she has been to the village quite a bit with me, but anyone is welcome to help. This should help with getting our numbers up.

I was wondering if we might find it helpful to have a little follow-up meeting before we kick off our November classes. Those who have done a class can share their insight with those of us who haven't. See where we are with numbers and our plans for December. Do we need to adjust anything and go forth

Does anyone want to do that?



Bella Cusimano

Outreach Coordinator

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1304

Email: bellac@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Monday, October 3, 2022 1:12 PM

To: Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Felix Soto Toro <felixt@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Computer Classes and Digital Literacy Grant

Some surveys have been returned and we will continue to pass more out but we probably need to go ahead and announce the times for two classes in October. According to surveys, after hours on Monday and Saturday mornings looked most popular. Bella and I looked at our calendar and the community calendars and it looks like Saturday, Oct. 22 and Monday, Oct. 24th were open. The top two topics were Internet Basics and Cybersecurity. So, we have come up with the schedule below for October. Now, we need two staff members at each class. It is best if one person at each class can speak Spanish. Attached are the materials for the classes.

Saturday, Oct. 22
10 AM - 2 PM
Saline County Library Benton
Internet Basics

Monday, Oct. 24
5:30 PM - 7:30 PM
Saline County Library Benton
Cybersecurity Basics



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Fw: hoopla Spooky Collections

Kari Lapp <karil@salinecountylibrary.org>

Wed 10/5/2022 10:02 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Fun social post.



Kari Lapp
Community Engagement Manager

Phone: (501) 778-4766 xt 1350
Email: KariL@SalineCountyLibrary.org
Address: [1800 mithers Dr Benton, AR 72015](#)



From Katherine Dunne <kdunne@m dwesttapes com>

Sent Tuesday October 4 2022 12:38 PM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: hoopla Spooky Collections

Hello,

It's spooky season! Let us help you build a spooky collection



Click on the below links to view collections

- Paranormal Romance: https://go.midwesttape.com/e/279222/collection_10590/xqcmc/1270136167_h=HiLWK_hLIC9z_3ggAQ4ezKuNRMazPzov5iULh4qt6z8
- Best of hoopla Horror: https://go.midwesttape.com/e/79222/collection_ion-6899/xqcmg/1270136167_h=HiLWK_hLIC9z_3ggAQ4ezKuNRMazPzov5iULh4qt6z8
- Halloween Party Playlists: https://go.midwesttape.com/e/279222/collection-3555/xqcmk/1270136167?h=HiLWK_hLIC9z_3ggAQ4ezKuNRMazPzov5iULh4qt6z8
- Halloween for Kids: https://go.midwesttape.com/e/279222/collection_4901/xqcmn/1_70136167?h=HiLWK_hLIC9z_3ggAQ4ezKuNRMazPzov5iULh4qt6z8
- Supernatural Scares: https://go.midwesttape.com/e/279222/collection-10805/xqcmr/1270136167?h=HiLWK_hLIC9z_3ggAQ4ezKuNRMazPzov5iULh4qt6z8

Share these links and [marketing](#) materials on your website or social media

Have questions? Give us a call at 1-800-875-2785

Regards,
Katherine

[Unsubscribe](#)

This email was sent from outside the organization.

Re: To do today

Francesca Castro <francescac@salinecountylibrary.org>

Wed 10/5/2022 10:34 AM

To: Kari Lapp karil@salinecountylibrary.org

Press Release Rough Draft

[📎 Library Awards Follow up Press Release.docx](#)

From: Francesca Castro <francescac@salinecountylibrary.org>**Sent:** Tuesday, October 4, 2022 8:03 AM**To:** Kari Lapp <karil@salinecountylibrary.org>**Subject:** Re: To do today

Thanks for the list. I have a lot to keep me very busy today. Since I have a new laptop I am not sure how to login into the back end of our website Can you tell me how to do that feel better

Thanks,

Francesca

From: Kari Lapp <karil@salinecountylibrary.org>**Sent:** Tuesday, October 4, 2022 7:39 AM**To:** Francesca Castro <francescac@salinecountylibrary.org>**Subject:** To do today

If you need things to do today:

Awards press release draft

Thank you cards handwritten to awards sponsors (you can find these sponsors on the PowerPoint. Use the library thank you cards. Brad can show you where they are. Look up mailing addresses. You can sign them both our names or just mine. Put our business cards in them. Brad can also show you how to use the mailing machine.)

Tik Tok calendar outline for the rest of the year- so we can launch this month

Ask Julie for these September stats: new cards, card renewals

Event emails to staff and media

October calendar draft

Thank you cards for Library Card Sign Up Month Sponsors- not participants (same directions as awards sponsor thank you's.)

That should be plenty for today. Don't think you have to get it all done. Call me if you have any questions. I feel better today but I just need a day at home.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Awards Follow up

Kari Lapp <karil@salinecountylibrary.org>

Mon 10/3/2022 9:08 AM

To: Francesca Castro francescac@salinecountylibrary.org

Yes, please do if you haven't. We will send the awards follow up this week. Not today but this week.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Friday, September 30, 2022 8:55 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Re: Awards Follow up

ok I thought about sending an email to all of the employees asking them to send their photos, but I wasn't sure if I should LOL.

From: Kari Lapp karil@salinecountylibrary.org

Sent: Friday, September 30, 2022 8:53 AM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Re Awards Follow up

Let's do that next week. I would like to get photos from the ones who couldn't be there



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Friday, September 30, 2022 8:53:11 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Awards Follow up

Hi, were you wanting to make the post for the awards follow up, or I can if you give me a caption



Francesca Castro

Marketing Coordinator

Phone: [\(501\) 778 4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Awards Speeches

Kari Lapp <karil@salinecountylibrary.org>

Tue 9/27/2022 6:09 PM

To: Francesca Castro francescac@salinecountylibrary.org

Here is your speech for the awards ceremony. Please let me know what you would like to change so I can put that on your note page on the podium.

Social Contributors (FRANCESCA)

My name is Francesca and I am the Marketing Coordinator for the library I handle social media and news announcements along with other marketing duties that pop up here and there. Our first award is our Social Contributors award

Social Contributors are consistently active and supportive followers on our social media channels They engage in a number of posts, share our news, and is an all-around influencer for the library. Our social contributors have been on almost all of our virtual events, participated in our virtual book sales and gift bag sales, and have shared their library experiences with other through social media- which always makes us happy. Our 2022 Social Contributors are Meredith Mattingly and Melissa Wright



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



About Me

Fw: Movies

Kari Lapp <karil@salinecountylibrary.org>

Mon 9/26/2022 3:51 PM

To: Francesca Castro francescac@salinecountylibrary.org

Here are the movies to put in a Facebook poll to see which ones they want for October Carpool Cinema



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Mason Newberry <masonn@salinecountylibrary.org>

Sent: Thursday, September 15, 2022 9:42 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Movies

Casper

Nightmare Before Christmas

Young Frankenstein

Halloweentown

Dracula

Ghostbusters

Little Shop of Horrors

Ghostbusters

Rocky Horror Picture Show (Heather and Amanda both mentioned this but I am not sure about backlash from Community)

Goosebumps

Pet Sematary



Mason Newberry

Adult Programmer

Phone [\(501\) 778 4766 t 1603](tel:(501)778-4766)

Email Ma_onN@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr,+Benton,+AR+72015)



Re: Staff Changes

Francesca Castro <francescac@salinecountylibrary.org>

Mon 9/26/2022 3:07 PM

To: Kari Lapp karil@salinecountylibrary.org

I don't see one for Hannah, and I will try to fix mine!

From: Kari Lapp karil@salinecountylibrary.org

Sent: Monday, September 26, 2022 3:00 PM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Fw: Staff Changes

Do you have a bitmoji graphic for Hannah? And can you add the color background on yours when you get a chance? It sticks out and looks a little odd LOL



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766-xt1350)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



About Me

From: Heather Phipps heatherp@salinecountylibrary.org

Sent: Friday, September 23, 2022 9:05 AM

To: allstaff@salinecountylibrary.org allstaff@salinecountylibrary.org

Subject: Staff Changes

Good Morning,

Unfortunately, Mattie Calhoun resigned as of yesterday. With her being a double major and have many extracurriculars she just could not make her schedule work. We wish her the best of luck in the future!

Hannah Bailey, our current Shelver at the Branch will now be the new Part Time Library Assistant! She has done such a great job, we are happy to see her move up.

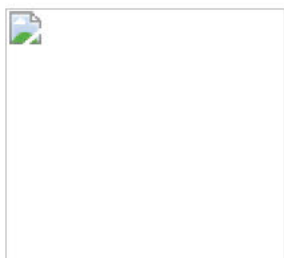
The Shelver position at the branch is now open. If you know of anyone who would be interested please let them know.



Current Openings

Take a look at the current openings at Saline County Library

sclibrary.bamboohr.com



Heather Phipps, PHR **Human Resources Manager**

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Translate please?

Francesca Castro <francescac@salinecountylibrary.org>

Mon 9/26/2022 2:51 PM

To: Kari Lapp karil@salinecountylibrary.org

It is on buffer Links need to be added Not sure when you want it out, but I have it going out tomorrow

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Monday, September 26, 2022 2:29 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Fw: Translate please?

Here are the translations for the survey post. I would make a graphic that has English and Spanish and use this text below. First English, then Spanish. Let me know when you have it scheduled and I can look at it.

For the text on the graphic, I would use the title of the survey's since we have those both in English and Spanish.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Felix Soto Toro <felixt@salinecountylibrary.org>

Sent: Friday, September 23, 2022 9:37 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Building Operations <support@salinecountylibrary.org>

Subject: Re: Translate please?

Here is the translation

<<< Gracias por completar nuestra encuesta acerca de la clases de conceptos básicos de computación. ¡Tu opinion nos es muy útil! Anunciaremos los temas, las fechas, los horarios y los lugares donde las clases se llevarán acabo en octubre de esta año >>>

Kind regards,



Felix Soto Toro
IT Support Specialist

Phone: [\(501\) 778-4766 ext. 1502](tel:(501)778-4766)

Email: felixt@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Friday, September 23, 2022 9:16 AM
To: Felix Soto Toro <felixt@salinecountylibrary.org>; Building Operations <support@salinecountylibrary.org>
Subject: Re: Translate please?

Thanks, Felix. Can you also translate this part:

Thank you for filling out our computer basics class survey. Your input is very helpful! We will announce the topics, dates, times, and locations of the classes in October

Get [Outlook for iOS](#)

From: Felix Soto Toro <felixt@salinecountylibrary.org>
Sent: Thursday, September 22, 2022 11:11:34 AM
To: Kari Lapp <karil@salinecountylibrary.org>; Building Operations <support@salinecountylibrary.org>
Subject: Re: Translate please?

Hey,

Here is the translation:

<<<< ¡Buenas noticias! Hemos recibido una donación que utilizaremos para ofrecer clases GRATUITAS en conocimientos básicos de computación y tabletas. Antes de comenzar las clases, queremos saber que es lo que estaría interesado en aprender y cual sería el momento adecuado para tomar la clase. Por favor, tómese un momento para completar una breve encuesta en este enlace: (Inserte enlace en inglés o español) Las detalles sobre las clases se anunciarán en octubre. ¡Muchas gracias! >>>>

Kind regards,



Felix Soto Toro
IT Support Specialist

Phone: [\(501\) 778-4766 ext. 1502](tel:(501)778-4766)
Email: feli_t@SalineCountyLibrary.org
Address: [1800 Smither Dr Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Thursday, September 22, 2022 8:05 AM
To: Felix Soto Toro <felixt@salinecountylibrary.org>
Subject: Translate please?

We are going to put the survey on our Facebook page and see if we can help sharing to local groups. Can you please translate the post below to Spanish?

Good news! We have received a grant that is supporting us in offering FREE basic computer and tablet skills classes. Before we start the classes, we want to hear from you about what you want to know and when is a good time to have the class. Please take a moment to fill out the short survey at this link: (insert English or Spanish link) Classes will be announced in October. Thank you!

Thank you for filling out our computer basics class survey. Your input is very helpful! We will announced the topics, dates, times, and locations of the classes in October.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Kari BeesleyLapp just got you tickets to Patron Point Customer Appreciation Dinner

Eventbrite <noreply@order.eventbrite.com>

Mon 9/26/2022 12:01 PM

To: Francesca Castro francescac@salinecountylibrary.org



Hi Francesca,

Kari BeesleyLapp got you tickets to Patron Point Customer Appreciation Dinner!

[Claim Your Order](#)

About the event

TUE, NOV 1 5:30 PM

Patron Point Customer Appreciation Dinner

Indianapolis Public Library - Central Library

This email was sent to FrancescaC@Salinecountylibrary.org

[Eventbrite](#) | 535 Mission Street, 8th Floor | San Francisco, CA 94105

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[Privacy Policy](#)

This email was sent from outside the organization.

Re: Questions

Rebecca Kidder <rebeccak@salinecountylibrary.org>

Tue 10/4/2022 4:44 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Cc: Rachel Wallace <rachelw@salinecountylibrary.org>

Thank !

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 4:43 PM

To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Cc: Rachel Wallace <rachelw@salinecountylibrary.org>

Subject: Re: Questions

I just sent it out. She made the email for the media last week. Thanks for letting us know it didn't go out. We are working on it :)

I am also looking at running a report with all the info in Communico to go out automatically each week so we may have a different format soon.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 4:21:15 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Cc: Rachel Wallace <rachelw@salinecountylibrary.org>

Subject: Re: Questions

We never got an email, so that's why I was checking on it. Our staff have been asking.

Thanks!

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 4:20 PM

To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Cc: Rachel Wallace <rachelw@salinecountylibrary.org>

Subject: Re: Questions

Yes, they will. Francesca made one last week and is still getting in the habit of doing that every week



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr+Benton,+AR+72015)



From: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 4:08:26 PM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Cc: Rachel Wallace <rachelw@salinecountylibrary.org>

Subject: Re: Questions

Will the weekly programs be sent out again via email each Monday?

Thanks!

From: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Sent: Monday, September 26, 2022 9:27 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Questions

Awesome! Thank you!

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, September 26, 2022 9:12 AM

To: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Re: Questions

I can make a post for SM that we will be closing early Thursday I did not post it on This week's post and I can email the weekly programs out. I just did not know that was a thing.

From: Rebecca Kidder rebeccak@salinecountylibrary.org

Sent: Monday, September 26, 2022 9:09 AM

To: Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Cc: Rachel Wallace rachelw@salinecountylibrary.org

Subject: Questions

Good morning!

Will there be a closing early sign for Thursday? Wasn't sure if I needed to make one or if y'all are sending one out.

Also, an employee asked if we'll be getting the weekly programs email that Jordan used to send out? They were really helpful for us.

Thanks!



Rebecca Kidder

Branch Manager

Phone: [\(501\) 847-2166 Ext. 1101](tel:(501)847-2166)

Email: RebeccaK@SalineCountyLibrary.org

Address: [201 Prickett Road, Bryant, AR 72022](#)



[About Me](#)

Fw: Programs This Week 8/15 20

Kari Lapp <karil@salinecountylibrary.org>

Mon 9/26/2022 9:42 AM

To: Francesca Castro francescac@salinecountylibrary.org

**Kari Lapp****Community Engagement Manager**Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)**About Me****From:** Jordan Reynolds <jordanr@salinecountylibrary.org>**Sent:** Monday, August 15, 2022 9:32 AM**To:** allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>**Subject:** Programs This Week 8/15-20

Below are the in person and virtual programs happening at the Saline County Library during the week of August 15-20th.

Monday, August 15**Summer Island Time**

4:00 PM - 5:00 PM

Nintendo Switch Online

Ages 9-12

Welcome to Island Time! Join us in Animal Crossing: New Horizons on the virtual island of Bookington. Come help Ms. Jordan turn our library island into a true luxury getaway. To join, parents or tweens will need to email Ms. Jordan at jordans@salinecountylibrary.org. Participants must have a Nintendo Switch Subscription to join our library island. Only seven visitors can join the island at one time, so this virtual program will be a first come, first serve basis. This activity is for tweens only, ages 10-13 or grades 4th-7th. Further details will be given through email.

Tuesday, August 16**Minecraft Tuesday**

4:30 PM - 5:30 PM

Minecraft

Ages 13-18

Join us in our virtual Minecraft realm to play and hang with friends. You are also welcome to join our Teens Discord chat rooms! If you need access to Discord please email Mrs. Cheyenne, at cheyenneg@salinecountylibrary.org

SCL Trivia Night - Stranger Things

7:30 PM - 8:00 PM

US Pizza

Ages 18+

Stranger Things is all the buzz right now and the Saline County Library wants to test your knowledge of the show. We will have 20 questions about the upside-down world of this popular TV show. If you, or your team, get the most questions correct, you will win a Stranger Things prize pack. Event will be held at the US pizza in Bryant.

Wednesday, August 17

Fall Prevention and Home Safety

12 00 PM - 1 00 PM

Benton

Ages 18+

We all know someone who may be a little scared to tackle stairs in unknown places because of fear of falling or they cannot get up the stairs. SCL wants to take some of the stress off of you and give you some techniques on how to handle fall prevention and we also want to give you some safety tips. This class will be in the meeting room of the Benton branch and we will also live stream this through Facebook.

Adult D&D Night

6 00 PM - 8 00 PM

Benton

Ages 18+

Dungeons and Dragons have been a fixture of America's love for RPG games for over 20 years. Now is your chance to get in on the action. The Saline County Library is hosting a monthly D and D night. On the 3rd Wednesday of every month, bring you and your friends to the Saline County Library Benton Branch and play a game with us. Registration closed.

Thursday, August 18

Back to School Bingo

2 00 PM - 4 00 PM

Bryant

Ages 0 - 18

Drop in to play bingo, have snacks and win books and school supplies!!!

Friday, August 19

Rising Star Players

10:00 AM - 11:00 AM

Benton

Ages 6-14

This is a beginner theatre workshop for ages 6-16. We will start a new workshop in September 2022. The Rising Star Players meet every Friday in the Meeting room of the Benton Branch and are gearing up for their production of Wizard of Oz. Registration is now closed for this event.

Saturday, August 20



Jordan Reynolds *She/Her/Hers* **Marketing Coordinator**

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: JordanR@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Press Release for Saline County Library Awards Ceremony

Kari Lapp <karil@salinecountylibrary.org>

Thu 9/22/2022 10:44 AM

To: Francesca Castro francescac@salinecountylibrary.org

In the future, when you send these out, send out the text in the body of the email and also as an attachment.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Thursday, September 22, 2022 10:43 AM
To: Kari Lapp <karil@salinecountylibrary.org>; iturner@abpg.com <iturner@abpg.com>; brookewallace@arktimes.com <brookewallace@arktimes.com>; reception@bentonchamber.com <reception@bentonchamber.com>; elisham@bentoncourier.com <elisham@bentoncourier.com>; anna@bryantchsmb.com <anna@bryantchsmb.com>; news@arkansasonline.com <news@arkansasonline.com>; amdymayberry@att.net <amdymayberry@att.net>; news@fox16.com <news@fox16.com>; sbenedict@hsvvoice <sbenedict@hsvvoice>; news4@kark.com <news4@kark.com>; editor@malvern-online.com <editor@malvern-online.com>; Shelli Poole <arkansasshelli@gmail.com>; bssmith@hotsr.com <bssmith@hotsr.com>; info@thesheridanheadlight.com <info@thesheridanheadlight.com>; roby@talkbusiness.net <roby@talkbusiness.net>; ljohnson@thv11.com <ljohnson@thv11.com>
Subject: Press Release for Saline County Library Awards Ceremony

[Press Release for Saline County Library Awards .pdf](#)



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)
Email: FrancescaC@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Awards News Press Release

Kari Lapp <karil@salinecountylibrary.org>

Thu 9/22/2022 10:37 AM

To: Francesca Castro francescac@salinecountylibrary.org

Last change and you can send:

Each registration admits one person. Seats are limited. The doors will open at 5:30 p.m. Refreshments and appetizers will be served. The ceremony will begin at 6:30 p.m.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Thursday, September 22, 2022 9:52 AM
To: Kari Lapp <karil@salinecountylibrary.org>
Subject: Re: Awards News Press Release

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Thursday, September 22, 2022 9:44 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Awards News Press Release

This is the same one.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Thursday, September 22, 2022 9:42 AM
To: Kari Lapp <karil@salinecountylibrary.org>
Subject: Re: Awards News Press Release

updates!

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Thursday, September 22, 2022 9:28 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Awards News Press Release

So glad you sent this to me because I do have some changes. We have closed the nomination form so take off the paragraph "To nominate..."

Change the reservation link to: <https://saline.libnet.info/event/7119335>

Take out the Table Sponsors Paragraph and add this in place:

Saline County Library would like to thank the sponsors for the event: Presenting Sponsor- First Security Bank; Food Sponsors- Chicken Salad Chick, Kroger, Pasta J's, Riverside Grocery and Catering, SugarDumplin's Cupcakes, Texas Roadhouse, and Whole Hog Cafe; Table Sponsors- Saline Courier, Rhonda Sanders for Mayor, Mayor Allen Scott, Saline County Career Technical Campus, Pasta J's in Benton, Ann Howard Gifts, Mayor Tom and Cheryl Farmer, Arkansas Medical Staffing, Relics Tattoo Studio, Burger Shack, and Southwest Designs.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Thursday, September 22, 2022 9:14 AM
To: Kari Lapp <karil@salinecountylibrary.org>
Subject: Awards News Press Release

I am about to send this out. I want your approval before doing so.



Francesca Castro
Marketing Coordinator

Phone [\(501\) 778 4766 xt 1338](tel:(501)778-4766)
 Email France_caC@SalineCountyLibrary.org
 Address: [1800 Smither Dr Benton, AR 72015](#)



Fwd: Social Media Schedule August 1 6

Kari Lapp <karil@salinecountylibrary.org>

Wed 9/21/2022 2:02 PM

To: Francesca Castro francescac@salinecountylibrary.org

 1 attachments (72 KB)

August 1 6.pdf

**Kari Lapp**
Community Engagement ManagerPhone [\(501\) 778 4766](tel:(501)7784766) t 1350Email KariL@SalineCountyLibrary.org Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015) **From:** Jordan Reynolds jordanr@salinecountylibrary.org **Sent:** Thursday, July 28, 2022 5:31:57 PM**To:** Kari Lapp karil@salinecountylibrary.org ; Ashlyn Wilcox ashlynw@salinecountylibrary.org ; Alan Robinette AlanR@salinecountylibrary.org ; Bella Cusimano bellac@salinecountylibrary.org ; Mason Newberry masonn@salinecountylibrary.org ; Jennifer Watson watsonj@salinecountylibrary.org ; Jordan Sandlin jordans@salinecountylibrary.org ; Wendy Christy wendyc@salinecountylibrary.org ; Leigh Espey leighe@salinecountylibrary.org ; Rebecca Griffin rebeccag@salinecountylibrary.org ; Susie Sward SusieS@salinecountylibrary.org ; Dana Bloch danab@salinecountylibrary.org ; Tamantha Misenheimer TamanthaM@salinecountylibrary.org ; Rebecca Kidder rebeccak@salinecountylibrary.org ; Cheyenne Guffy CheyenneG@salinecountylibrary.org **Subject:** Social Media Schedule August 1 6

Reminder: I'm going to attach my full social media schedule as I have things scheduled out for right now.

You'll see designated *** spots that have not been filled, where you can request for your program/etc to be promoted on a certain date. Reminder: all programs are in the magazine, on the calendar, and on Facebook. This is for programs that may not be getting good traction (or programs that cost a lot and we want promoted extra). Another reminder: I cannot dictate which programs need more promotion--that's what I need you for. Not all programs need 3 social media posts, especially if they aren't picking up traction, so I will still be taking that into consideration, but this will give you a further-out view of what is going out on social media.

Social media slots fill up QUICKLY and we don't want to overload our patrons. If you want something promoted for the following week, please let me know what you want promoted ASAP. It's much easier for me to schedule these in advance rather than on the fly, so please be mindful of that.

If content for the UPCOMING WEEK is highlighted, I need it from you (or information from you) ASAP so I can get it scheduled for the week; if you see ***, that space is open if you want something

posted/promoted extra!

Content that is highlighted for weeks AFTER the upcoming week are just things I have yet to receive and will need by end of the next week. If that makes sense.

Let me know if you have any questions.



Jordan Reynolds *She/Her/Hers*
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: JordanR@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Marketing request form

Brad Crumby <bradc@salinecountylibrary.org>

Tue 10/18/2022 1:34 PM

To: Francesca Castro francescac@salinecountylibrary.org ;Julieana Joiner <julieanaj@salinecountylibrary.org>

<https://www.salinecountylibrary.org/hidden-pages-parent/marketing-request-form/>



Brad Crumby
Financial Coordinator

Phone: [\(501\)778-4766 xt 1081](tel:(501)778-4766)

Email: BradC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: article

Francesca Castro <francescac@salinecountylibrary.org>

Wed 11/16/2022 10:48 AM

To: Patty Hector pattyh@salinecountylibrary.org

Hi! It's that time of the month again, I need your article for the magazine

Thanks,
Francesca

From: Patty Hector <pattyh@salinecountylibrary.org>

Sent: Monday, October 17, 2022 4:06 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: article



Patricia Hector

Library Director

Phone: [\(501\) 778-4766 ext 1001](tel:(501)778-4766)

Email: pattyh@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Trivia

Kari Lapp <karil@salinecountylibrary.org>

Mon 10/17/2022 3:51 PM

To: Mason Newberry masonn@salinecountylibrary.org ;Francesca Castro <francescac@salinecountylibrary.org>;Leigh Espey <leighe@salinecountylibrary.org>;Amanda Garrison <AmandaG@salinecountylibrary.org>;Rebecca Kidder <rebeccak@salinecountylibrary.org>

November is our last trivia but still want to promote this one



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766](tel:(501)7784766) t 1350

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)

From: Kari Lapp karil@salinecountylibrary.org

Sent: Monday, October 17, 2022 3 03 40 PM

To: Mason Newberry masonn@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org ; Leigh Espey leighe@salinecountylibrary.org ; Amanda Garrison AmandaG@salinecountylibrary.org ; Rebecca Kidder rebeccak@salinecountylibrary.org

Subject: Re Trivia

I doubt they helped at all. Francesca, tomorrow is our last trivia of the year at US Pizza. Let's push it! Mason hang some flyers pretty quick and put them at circ. I have also included Amanda, Leigh, and , Rebecca on this. We had amazing attendance and then fall hit and it's been so sad.

Mason just incase we do have a great turn out, make sure to bring flyers about the other events going on. Especially Susie's Nanowrimo!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1350

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)

From: Mason Newberry <masonn@salinecountylibrary.org>

Sent: Monday, October 17, 2022 3:00:25 PM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Re: Trivia

I did not take anything over there They were supposed to advertise it for us I will ask shelli



Mason Newberry

Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Monday, October 17, 2022 2:59 PM
To: Mason Newberry <masonn@salinecountylibrary.org>
Subject: Re: Trivia

Did you take posters or table tents or anything to us pizza? If not, ask Shelli Poole if she can help us spread the word about the last one of the year.



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766 t 1350](tel:(501)778-4766)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Monday, October 17, 2022 2:58:03 PM
To: Mason Newberry <masonn@salinecountylibrary.org>
Subject: Re: Trivia

Yep! I will be the office tomorrow



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Mason Newberry masonn@salinecountylibrary.org
Sent: Monday, October 17, 2022 2 52 30 PM
To: Kari Lapp karil@salinecountylibrary.org
Subject: Trivia

Are you still planning on doing trivia with me tomorrow?



Mason Newberry
Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Fw: Wednesday noon program on Recognizing and Preventing Isolation and Loneliness

Mason Newberry <masonn@salinecountylibrary.org>

Mon 10/17/2022 1:13 PM

To: Francesca Castro francescac@salinecountylibrary.org

Here is the zoom link for the program that I have on Wednesday at noon It is for the Facebook page
Thank you. If you have questions, let me know.



Mason Newberry
Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Stilwell, Laura R <LRStilwell@uams.edu>

Sent: Monday, October 17, 2022 10:13 AM

To: Mason Newberry <masonn@salinecountylibrary.org>; Kathleen Ashmore <kashmore@lonokecountylibrary.org>; Karen Guthrie <kguthrie@cals.org>

Subject: Wednesday noon program on Recognizing and Preventing Isolation and Loneliness

Laura Stilwell is inviting you to a scheduled Zoom meeting.

Topic: Recognizing and Preventing Isolation and Loneliness
Time: Oct 19, 2022 12:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://uams.zoom.us/j/96287916061?pwd=Vi9mMHJtVlZLbjJsc0Q0RWJSSmpIdz09>

Meeting ID: 962 8791 6061

Passcode: 666968

One tap mobile

+19292056099,,96287916061#,,,,,0#,,666968# US (New York)

+13017158592,,96287916061#,,,,,0#,,666968# US (Washington DC)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

+1 719 359 4580 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 386 347 5053 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

Meeting ID: 962 8791 6061

Find your local number: <https://uams.zoom.us/j/abp4nZMyJD>

Meeting ID: 962 8791 6061

Passcode: 666968

Laura Stilwell, MEd

Education Coordinator

Arkansas Geriatric Education Collaborative

University of Arkansas for Medical Sciences

(501) 214-2396

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This email was sent from outside the organization.

Re: November Book Review

Francesca Castro <francescac@salinecountylibrary.org>

Mon 10/17/2022 12:40 PM

To: Lyndsey Ammons lyndseya@salinecountylibrary.org

Thank You!

From: Lyndsey Ammons lyndseya@salinecountylibrary.org

Sent: Monday, October 17, 2022 11 33 AM

To: Francesca Castro francescac@salinecountylibrary.org ; Kari Lapp karil@salinecountylibrary.org

Subject: Re November Book Review

Here it is!

Thanks,

Lyndsey Ammons

long_SCL Logo 2017 (2)

Cataloging Librarian

1800 Smithers Drive Benton, AR 72015

501-778-4766 ext. 1166

lyndseya@salinecountylibrary.org

Description: FB-fLogo-Blue Signature Tiny Description: TwitterLogo Signature Tiny ig icon tiny

linkedin .32

From: Lyndsey Ammons

Sent: Tuesday, October 4, 2022 9:58 AM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Subject: November Book Review

Book Review - November 2022 (Document is attached to this email.)

Thanks,

Lyndsey Ammons

long_SCL Logo 2017 (2)

Cataloging Librarian

1800 Smither Drive Benton, AR 72015

501-778-4766 ext. 1166

lyndseya@salinecountylibrary.org

Description: FB-fLogo-Blue Signature Tiny Description: TwitterLogo Signature Tiny ig icon tiny

linkedin 32

Re: Author showcase

Francesca Castro <francescac@salinecountylibrary.org>

Thu 10/13/2022 10:59 AM

To: Alan Robinette <AlanR@salinecountylibrary.org>

Hi, I'll get right on that!

Get [Outlook for iOS](#)

From: Alan Robinette <AlanR@salinecountylibrary.org>

Sent: Thursday, October 13, 2022 7:45:12 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Author showcase

Our author showcase is Saturday! Any extra attention you could give the event would be appreciated. You may include the link below for patrons to link to the excellent story Elisha wrote for last Friday's courier. I am also attaching the final lineup.

If you can, please highlight 1) that aspiring writers will be able to ask questions of published authors from Central Arkansas, as well as speak to Dr. Nioka Smith of JKenkade Publishing, right here in Bryant, and 2) Mara Leveritt, author of Boys on the Tracks, will be here to discuss her books on the tracks case, Mena, and the West Memphis Three.

Thanks for your help!

https://www.bentoncourier.com/news/local/library-to-offer-local-author-showcase/article_dfb16b5a-4641-11ed-afa8-d7325d87efef.html



Library to offer Local Author Showcase bentoncourier.com

The Saline County Library is bringing together Central Arkansas authors to showcase the talent in the area and encourage budding authors to write their own works.

www.bentoncourier.com



Alan Robinette

Community Librarian, MLIS

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1201

Email: AlanR@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: employee of the month

Kari Lapp <karil@salinecountylibrary.org>

Wed 10/12/2022 11:41 AM

To: Heather Phipps <heatherp@salinecountylibrary.org>; Dana Bloch <danab@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>

I sent the canva template to Wendy. Francesca had the picture.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Heather Phipps <heatherp@salinecountylibrary.org>

Sent: Wednesday, October 12, 2022 9:30:03 AM

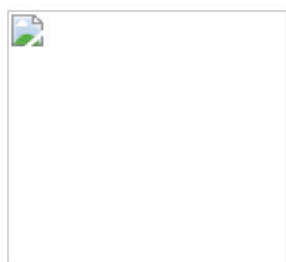
To: Dana Bloch <danab@salinecountylibrary.org>

Cc: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: employee of the month

Hey Dana,

It should be on Canva but I'm not sure how to access. Kari or Francesca can you help?



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Dana Bloch <danab@salinecountylibrary.org>

Sent: Tuesday, October 11, 2022 4:34 PM

To: Heather Phipps <heatherp@salinecountylibrary.org>

Subject: employee of the month

Hey, Heather! Can you send the picture to print for Jordan's employee of the month? Amanda brought us the frame downstairs but it's just hanging empty! Thanks!



Dana Bloch
Youth Services Programmer

Phone: [\(501\) 778-4766 xt 1388](tel:(501)778-4766)

Email:

Address: [1800 Smither Dr Benton, AR 72015](#)



Reply

Forward



Re: Library Aware

Julie Syler <julies@salinecountylibrary.org>

Wed 10/12/2022 8:42 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro <francescac@salinecountylibrary.org>;Rebecca Griffin <rebeccag@salinecountylibrary.org>;Julieana Joiner <julieanaj@salinecountylibrary.org>

Great! Could you get Julie added?

Julie Syler
Systems Administrator
Saline County Library





From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Wednesday, October 12, 2022 8:41 AM
To: Julie Syler <julies@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Library Aware

Yes that's what we can do



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766](tel:(501)7784766) t 1350
Email KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)

From: Julie Syler     julies@salinecountylibrary.org
Sent: Wednesday, October 12, 2022 8 40 52 AM
To: Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org
Subject: Fw Library Aware

Good morning!

I'm not able to add people to Canva and Library Aware—can you guys do that?

Julie Syler
Systems Administrator
Saline County Library

From: Rebecca Griffin <rebeccag@salinecountylibrary.org>
Sent: Wednesday, October 12, 2022 8:39 AM
To: Julie Syler <julies@salinecountylibrary.org>
Subject: Library Aware

Can you add people to Library Aware and Canva?



Becca Griffin

Branch Youth Services Librarian

Phone: [\(501\) 847-2166 ext 2603](tel:(501)847-2166)

Email RebeccaG@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



[About Me](#)

Re: Comunico

Kari Lapp <karil@salinecountylibrary.org>

Tue 10/11/2022 3:37 PM

To: Rebecca Kidder rebeccak@salinecountylibrary.org ;Francesca Castro <francescac@salinecountylibrary.org>

Cc: Rachel Wallace <rachelw@salinecountylibrary.org>;Julieana Joiner <julieanaj@salinecountylibrary.org>

Done Pa word i [redacted] You can change it when you log in [redacted]



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smither Dr Benton, AR 72015](#)



From: Rebecca Kidder <rebeccak@salinecountylibrary.org>
Sent: Tuesday, October 11, 2022 3:33 PM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Cc: Rachel Wallace <rachelw@salinecountylibrary.org>; Julieana Joiner <julieanaj@salinecountylibrary.org>
Subject: Comunico

Could we get Julie a login for Comunico?

Thanks!



Rebecca Kidder
Branch Manager

Phone: [\(501\) 847-2166 Ext. 1101](tel:(501)847-2166)
Email: RebeccaK@SalineCountyLibrary.org
Address: [201 Prickett Road, Bryant, AR 72022](#)



Re: Computer Classes and Digital Literacy Grant

Bella Cusimano <bellac@salinecountylibrary.org>

Wed 10/26/2022 12:08 PM

To: Kari Lapp karil@salinecountylibrary.org ;Jordan Sandlin jordans@salinecountylibrary.org ;Patty Hector <pattyh@salinecountylibrary.org>;Leigh Espey <leighe@salinecountylibrary.org>;Rebecca Kidder <rebeccak@salinecountylibrary.org>;Amanda Garrison <AmandaG@salinecountylibrary.org>;Felix Soto Toro <felix@salinecountylibrary.org>;Rob Walton <Robw@salinecountylibrary.org>;Francesca Castro francescac@salinecountylibrary.org ;Wendy Christy wendyc@salinecountylibrary.org ;Yajaira Tapia <YajairaT@salinecountylibrary.org>;Brittany Carter <brittanyc@salinecountylibrary.org>

Sound good to me!



Bella Cusimano Outreach Coordinator

Phone: [\(501\) 778-4766 xt 1304](tel:(501)778-4766)

Email: bellac@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 10:40 AM

To: Bella Cusimano <bellac@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

How about 1PM? Sen ory Storytime i in the meeting room from 10 30 11 30



Kari Lapp Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Bella Cusimano bellac@salinecountylibrary.org

Sent: Wednesday, October 26, 2022 10 07 AM

To: Jordan Sandlin jordans@salinecountylibrary.org ; Patty Hector pattyh@salinecountylibrary.org ; Leigh

Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

What's a good time? The friends will be here at 9:30 for judging.

From: Jordan Sandlin <jordans@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 9:45:37 AM

To: Patty Hector <pattyh@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

I can do Mondays!

Get [Outlook for iOS](#)

From: Patty Hector <pattyh@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 9:42:41 AM

To: Bella Cusimano <bellac@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

Monday is fine with me.

From: Bella Cusimano <bellac@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 9:41 AM

To: Patty Hector <pattyh@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

Kari suggested Monday the 31st as well. Our next class is the 7th so it would be good to get it done before that class? We can have a costume meeting! Ha

From: Patty Hector <pattyh@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 9:38:43 AM

To: Leigh Espey <leighe@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Felix Soto Toro <felixt@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

I think we can put it off a week.

From: Leigh Espey <leighe@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 9:37 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Felix Soto Toro <felixt@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

Would Monday work so that Kari can be there? If not, it might be best to put it off until the Tuesday after so that Kari can attend.



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Tuesday, October 25, 2022 5:07 PM

To: Jordan Sandlin <jordans@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Felix Soto Toro <felixt@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

Francesca and I will be in Indianapolis next week.



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Jordan Sandlin <jordans@salinecountylibrary.org>

Sent: Tuesday, October 25, 2022 5:01:54 PM

To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Felix Soto Toro <felixt@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

Tuesday's are busy in YS land but my schedule isn't very busy then. Thursdays are hard for me, though. So I vote Tuesday.

Get [Outlook for iOS](#)

From: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Sent: Tuesday, October 25, 2022 1:31:29 PM

To: Patty Hector <pattyh@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Felix Soto Toro <felixt@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

Tuesdays work well for me if I need to be there.

From: Patty Hector <pattyh@salinecountylibrary.org>

Sent: Tuesday, October 25, 2022 12:25 PM

To: Bella Cusimano <bellac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Felix Soto Toro <felixt@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

Tuesdays or Thursdays are better for me. There is a managers' meeting on Tuesday mornings 9-10.

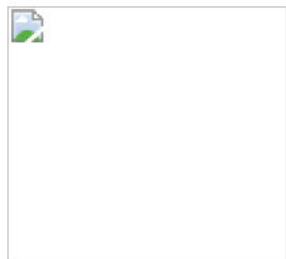
From: Bella Cusimano <bellac@salinecountylibrary.org>

Sent: Tuesday, October 25, 2022 12:16 PM

To: Patty Hector <pattyh@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

What does Tuesday, Wednesday, or Thursday look like for everyone next week?



Bella Cusimano
Outreach Coordinator

Phone: [\(501\) 778-4766 xt 1304](tel:(501)778-4766)

Email: bellac@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Patty Hector <pattyh@salinecountylibrary.org>

Sent: Tuesday, October 25, 2022 11:17 AM

To: Bella Cusimano <bellac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

I think it's a great idea to have another meeting.

From: Bella Cusimano <bellac@salinecountylibrary.org>

Sent: Tuesday, October 25, 2022 10:55 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Felix Soto Toro <felix@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Brittany Carter <brittanyc@salinecountylibrary.org>

Subject: Re: Computer Classes and Digital Literacy Grant

I have gotten two classes scheduled to be held in Hot springs village for November 17th & 18th (1p-3p)with our laptops (that will hopefully be in by then). I have already

reached out to Jordan S about assisting since she has been to the village quite a bit with me, but anyone is welcome to help. This should help with getting our numbers up.

I was wondering if we might find it helpful to have a little follow-up meeting before we kick off our November classes. Those who have done a class can share their insight with those of us who haven't. See where we are with numbers and our plans for December. Do we need to adjust anything and go forth

Does anyone want to do that?



Bella Cusimano
Outreach Coordinator

Phone: [\(501\) 778-4766 xt 1304](tel:(501)778-4766)

Email: bellac@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Monday, October 3, 2022 1:12 PM

To: Amanda Garrison <AmandaG@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Felix Soto Toro <felixt@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Yajaira Tapia <YajairaT@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Computer Classes and Digital Literacy Grant

Some surveys have been returned and we will continue to pass more out but we probably need to go ahead and announce the times for two classes in October. According to surveys, after hours on Monday and Saturday mornings looked most popular. Bella and I looked at our calendar and the community calendars and it looks like Saturday, Oct. 22 and Monday, Oct. 24th were open. The top two topics were Internet Basics and Cybersecurity. So, we have come up with the schedule below for October. Now, we need two staff members at each class. It is best if one person at each class can speak Spanish. Attached are the materials for the classes.

Saturday, Oct. 22
10 AM - 2 PM
Saline County Library Benton
Internet Basics

Monday, Oct. 24
5:30 PM - 7:30 PM
Saline County Library Benton
Cybersecurity Basics



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Re: November events

Leigh Espey <leighe@salinecountylibrary.org>

Wed 10/26/2022 12:03 PM

To: Kari Lapp karil@salinecountylibrary.org

Cc: Francesca Castro <francescac@salinecountylibrary.org>

Sounds good to me!



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Wednesday, October 26, 2022 11:41 AM
To: Leigh Espey <leighe@salinecountylibrary.org>
Cc: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: November events

For the tech classes, let's just use the image I made for the magazine :)




Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766 t 1350](tel:(501)778-4766)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)

From: Leigh Espey  leighe@salinecountylibrary.org
Sent: Wednesday, October 26, 2022 11:24:43 AM
To: Kari Lapp karil@salinecountylibrary.org
Cc: Francesca Castro francescac@salinecountylibrary.org
Subject: Re: November events

think most of them are done. I made a November file on sharepoint with them. The tech classes aren't done and I think I still need Alan's images for SCS. Mason said he is doing a pole for the trivia

topic, so I haven't made that image, but I can get a generic one done today if you would like.

Leigh Espey
Library Manager
Saline County Library
LeighE@SalineCountyLibrary.org
501-778-4766 ext. 1002

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Wednesday, October 26, 2022 10:20:29 AM
To: Leigh Espey <leighe@salinecountylibrary.org>
Cc: Francesca Castro <francescac@salinecountylibrary.org>
Subject: November events

Do you have the photos for november events done or were you waiting on us to make a canva template?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766xt1350)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: November calendar

Kari Lapp <karil@salinecountylibrary.org>

Wed 10/26/2022 11:30 AM

To: Rebecca Griffin rebeccag@salinecountylibrary.org ;Francesca Castro <francescac@salinecountylibrary.org>

Sorry I didn t reply back. Yes, I got your corrections! I really appreciate you going over these.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Rebecca Griffin <rebeccag@salinecountylibrary.org>

Sent: Monday, October 24, 2022 1:56:34 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Cc: Kari Lapp <karil@salinecountylibrary.org>

Subject: Fw: November calendar

Hey! I'm not sure if you saw this email I sent to Kari, but these are my corrections for the magazine.



Becca Griffin
Branch Youth Services Librarian

Phone [\(501\) 847 2166 e t 2603](tel:(501)847-2166)

Email: RebeccaG@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Rebecca Griffin <rebeccag@salinecountylibrary.org>

Sent: Wednesday, October 19, 2022 2:22 PM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Re: November calendar

Teen Crafternoon is canceled and should be removed.
Please add "Treat Yo' Self" for teens on 11/2 in Bryant.

Can you add "cook" to this description?

Tweens & Teens **Cook!** Tuesday | 4:00 PM - 5:00 PM | Bryant Calling all chiefs! Kids in 4th-7th grade will join Ms. Becca in cooking up amazing recipes,

Just a couple of grammatical notes, because I'm a nerd.

"Storytime" should be lowercase unless it's part of a specific storytime title.

American Girl description needs a couple of commas. They are in **red**.

Kids ages 8-12 experience American history through games, crafts, and snacks. Inspired by the American Girl Doll series, kids are invited to bring their favorite doll along.



Becca Griffin

Branch Youth Services Librarian

Phone: [\(501\) 847 2166 e t 2603](tel:(501)8472166ext2603)

Email: RebeccaG@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, October 19, 2022 2:11 PM

To: SCL Youth Services <sclyouthservices@salinecountylibrary.org>; Community Engagement <CommunityEngagement@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Re: November calendar

I only heard back from one person, so I am taking that as everyone else has programs correct on the calendar. Please look at the descriptions page attached. We are going to send this to the printer tomorrow (Friday at the latest)



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766xt1350)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Monday, October 17, 2022 9:11 AM

To: SCL Youth Services <sclyouthservices@salinecountylibrary.org>; Community Engagement <CommunityEngagement@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: November calendar

So Adobe is being a pain and we basically lost the entire magazine template last week. Francesca and I have been working hard to recreate the entire thing in canva- it just takes a long time. I have drafted the calendar (not the description page yet!) please look over the calendar in the link below. If you find a mistake, please also double check your event on Communico. It very well was probably a typo on my part, but we should also check online to make sure. Also- please pay close attention to times, locations, and ages! Those are so easy to forget to change on these templates so marketing is counting on you guys to be our second set of eyes to catch those mistakes :) let me know what needs to be corrected.

Thanks!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: TV Tiles

Leigh Espey <leighe@salinecountylibrary.org>

Wed 10/26/2022 11:25 AM

To: Francesca Castro francescac@salinecountylibrary.org

Yes! They are already on SharePoint under the FB images file. I think that's the name of the folder.

Leigh Espey
Library Manager
Saline County Library
LeighE@SalineCountyLibrary.org
501-778-4766 ext. 1002

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 10:10:34 AM

To: Leigh Espey <leighe@salinecountylibrary.org>

Subject: TV Tiles

Good Morning, Do you know where I can find the TV tiles for November?

Thanks,
Francesca



Francesca Castro
Marketing Coordinator

Phone [\(501\) 778 4766 xt 1338](tel:(501)7784766xt1338)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: Help folding??

Alan Robinette <AlanR@salinecountylibrary.org>

Wed 10/26/2022 7:47 AM

To: Kari Lapp karil@salinecountylibrary.org ;benton@salinecountylibrary.org
<benton@salinecountylibrary.org>

I can help



Alan Robinette

Community Librarian, MLIS

Phone: [\(501\) 778-4766 xt 1201](tel:(501)778-4766)

Email: AlanR@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, October 26, 2022 7:46 AM

To: benton@salinecountylibrary.org <benton@salinecountylibrary.org>

Subject: Help folding??

If anyone is good at folding large table cloths and hanging up round ones, I could really use your help today! I have the tablecloths from the awards in the board room and they need to be folded and hung up.



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766 t 1350](tel:(501)778-4766)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: trunk or treat

Kari Lapp <karil@salinecountylibrary.org>

Tue 10/25/2022 3:17 PM

To: Dana Bloch danab@salinecountylibrary.org ;SCL Youth Services <sclyouthservices@salinecountylibrary.org>;Francesca Castro <francescac@salinecountylibrary.org>;Savannah Stone <savannahs@salinecountylibrary.org>

We are going to be dressed at Lilo and Stitch. Maybe we can do a ring toss game or a hula hoop thing???



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766 t 1350](tel:(501)778-4766-t1350)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Dana Bloch danab@salinecountylibrary.org

Sent: Tuesday, October 25, 2022 3 15 49 PM

To: SCL Youth Services sclyouthservices@salinecountylibrary.org ; Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org ; Savannah Stone savannahs@salinecountylibrary.org

Subject: trunk or treat

Hi! We are closing in on Trunk or Treat time. Savannah, Kari and Fran- do you guys have a plan or idea for your trunks? Do you want or need YS help with that?

What games do we want Savannah, Kari and Fran to do at their trunks? Is a book walk still on the table?

Sorry for all the emails about this, YS team. I just realized we needed to rope in everyone.



Dana Bloch
Youth Services Programmer

Phone: [\(501\) 778-4766 xt 1388](tel:(501)778-4766-xt1388)

Email:

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Reply Forward



Re: Trail of Treats

Bella Cusimano <bellac@salinecountylibrary.org>

Tue 10/25/2022 3:07 PM

To: Francesca Castro francescac@salinecountylibrary.org

The event will be moved to inside if it's raining.



Bella Cusimano
Outreach Coordinator

Phone [\(501\) 778 4766 xt 1304](tel:(501)7784766xt1304)

Email bellac@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Tuesday, October 25, 2022 10 49 AM

To: Bella Cusimano bellac@salinecountylibrary.org

Subject: Re Trail of Treats

ok Thanks!

From: Bella Cusimano bellac@salinecountylibrary.org

Sent: Tuesday, October 25, 2022 9 58 AM

To: Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Re Trail of Treats

I have a ked about a rain plan for thi Saturday event



Bella Cusimano
Outreach Coordinator

Phone [\(501\) 778 4766 xt 1304](tel:(501)7784766xt1304)

Email bellac@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Kari Lapp karil@salinecountylibrary.org

Sent: Monday, October 3, 2022 10 35 AM

To: Bella Cusimano bellac@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Re Trail of Treats

That is fine with me.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Bella Cusimano <bellac@salinecountylibrary.org>
Sent: Monday, October 3, 2022 10:19 AM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Trail of Treats

According to the vendor registration application, this year's event will not be a trunk or treat with actual car trunks. It is a 10 x 10 booth set up with table and tent. Are you both still good to do this event before I submit the application?

Date : Saturday 10/29
 Set up time : 1 pm - event 2p-5p
 Location River Center Benton outside
 will be canceled if there is bad weather



Bella Cusimano
Outreach Coordinator

Phone: [\(501\) 778-4766 xt 1304](tel:(501)778-4766)
 Email: bellac@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



next week

Kari Lapp <karil@salinecountylibrary.org>

Tue 10/11/2022 2:49 PM

To: Bella Cusimano bellac@salinecountylibrary.org ;Mason Newberry <masonn@salinecountylibrary.org>;Francesca Castro <francescac@salinecountylibrary.org>

Can you guys please go ahead and do your excel sheets for next week? I need to let Heather know of some good shadow times for Holley and Julie.

Thank you,



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766-xt-1350)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Fw: PLA Incentive: Where to Submit Your Schedule and Workshop Survey Set Up

Kari Lapp <karil@salinecountylibrary.org>

Tue 10/11/2022 1:27 PM

To: Francesca Castro francescac@salinecountylibrary.org

📎 7 attachments (4 MB)

2022 DL Incentive Work hop Schedule Delivery Info pdf DL PLA ATT Incentive Marketing Guide pdf UPDATED 2022 DL Incentive Work hop Evaluation ProjOutcome Guide pdf ATT DL cohort guide 081222 A FINAL pdf tech connect m pani h png tech connect m engli h png Tech Connect Header png

Let's start promoting the Tech Connect cla e We really need more regi trant The flyer ju t need an update to the QR code but we can till be promoting U e thi image and put the "4 way to regi ter " that i on the flyer in the te t part of the po t Add link back to tech connect page o they can find all the info And let' go ahead and change our ocial media header image to the image for a week and ee what traction we get Same info in the caption



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr,+Benton,+AR+72015)



From: Mary Clare Bietila <mbietila@ala.org>

Sent: Friday, October 7, 2022 4:42 PM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: RE: PLA Incentive: Where to Submit Your Schedule and Workshop Survey Set Up

Here is another email sent in September with more details. I also attached the marketing guide and the handbook for the project.

I'm happy to answer any questions!

MC

Hello!

I hope you are all doing well and finding time to enjoy these last moments of summer First off, thank you all for submitting your paperwork in a timely fashion. We are beginning to process payments.

Here are some updates:

Submit Workshop Schedule

You may now submit your workshop schedule through our webform.

- No login is needed

- Revisit the form as your schedule changes
- Attached to this email is a quick guide
- Deadline: Rolling (we hope most of you can submit your fall dates in the next few)
- Submit your Workshop Info here: <https://airtable.com/shrn5cO4N1JJglrrn>

Set Up Surveys

We are using the web-based tool, Project Outcome, to collect survey data.

- Please use the attached PDF guide which takes you step by step
- You will need to set up a new account with login
- Use the template provided
- Set up one survey for each workshop offered
- Each survey will have a unique link you will share with participants
- You will be able to review the data and make reports (more details to come about this part)
- Deadline: Rolling
- Start the process here: <https://www.projectoutcome.org/>

SAVE THE DATE!

Our Next Webinar is on Workshop Facilitation

Learn how to effectively facilitate a DigitalLearn workshop.

This webinar will include an overview of DigitalLearn workshop materials, tips and tricks for effective facilitation and working with outside facilitators.

Q & A will follow presentation.

Our guests will be Michelle Frisque and Mary Beth Faccioli

Wed, October 19th

4pm EST, 3pm CST, 2pm MT, 1pm PST

The webinar will be recorded

Please reach out to digitallearnhelp@ala.org if you have any questions.

Mary-Clare

Mary-Clare Bietila *she/her/hers*

Program Manager, Programming Initiatives

The Public Library Association, a division of the American Library Association

225 N. Michigan Ave., Suite 1300

Chicago, IL 60601

P: (312) 280-5859

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This email was sent from outside the organization.

Re: Meeting Rooms Website

Rachel Wallace <rachelw@salinecountylibrary.org>

Tue 10/11/2022 1:11 PM

To: Kari Lapp karil@salinecountylibrary.org ;Rebecca Kidder rebeccak@salinecountylibrary.org ;Francesca Castro <francescac@salinecountylibrary.org>

You are welcome!



Rachel Wallace
Assistant Branch Manager

Phone: [\(501\) 847-2166 Ext. 1118](tel:(501)847-2166)
Email: RachelW@SalineCountyLibrary.org
Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Kari Lapp karil@salinecountylibrary.org
Sent: Tuesday, October 11, 2022 10:20 AM
To: Rachel Wallace rachelw@salinecountylibrary.org ; Rebecca Kidder rebeccak@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org
Subject: Re: Meeting Rooms Website

Yes. I believe I updated that. Thanks for checking!



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Rachel Wallace <rachelw@salinecountylibrary.org>
Sent: Friday, October 7, 2022 9:55 AM
To: Kari Lapp <karil@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Francesca

Castro <francescac@salinecountylibrary.org>

Subject: Re: Meeting Rooms - Website

Should the highlighted part below say, "To book a Study Room"?



Rachel Wallace
Assistant Branch Manager

Phone: [\(501\) 847-2166 Ext. 1118](tel:(501)847-2166)
Email: RachelW@SalineCountyLibrary.org
Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Kari Lapp karil@salinecountylibrary.org
Sent: Monday, October 3, 2022 2 29 PM
To: Rebecca Kidder rebeccak@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org
Cc: Rachel Wallace rachelw@salinecountylibrary.org
Subject: Re Meeting Rooms Website

I have updated the FAQs to say this. The page is blank because the form isn't working yet. I will put this as a placeholder.

How do I book a meeting room?
To book a meeting room in Benton, call 501-778-4766. To book a meeting room in Bryant, call 501-847-2166. You can also email sclHelp@SalineCountyLibrary.org to book a room at either location.
Can I book a room for studying?
Study rooms are available for booking at our Bryant location only. To book a meeting room in Bryant, call 501-847-2166. You can also email sclHelp@SalineCountyLibrary.org.



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Monday, October 3, 2022 2:25 PM
To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Cc: Rachel Wallace <rachelw@salinecountylibrary.org>
Subject: Re: Meeting Rooms - Website

I have a meeting with Communico tomorrow because the reserve form wasn't doing what we wanted.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
 Email: KariL@SalineCountyLibrary.org
 Address: [1800 Smither Dr Benton, AR 72015](#)



From: Rebecca Kidder <rebeccak@salinecountylibrary.org>
Sent: Monday, October 3, 2022 1:48 PM
To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>
Cc: Rachel Wallace <rachelw@salinecountylibrary.org>
Subject: Meeting Rooms - Website

The website still says we're not booking meeting rooms. -
http://www.salinecountylibrary.org/about/our-library/faq/#meeting_room

Also, this link doesn't go anywhere. -- <https://www.salinecountylibrary.org/services/at-the-library/meeting-rooms/>

We're just having more calls about this, so wanted to pass this along so it could be updated.

Thanks!



Rebecca Kidder
Branch Manager

Phone: [\(501\) 847-2166 Ext. 1101](tel:(501)847-2166)
 Email: RebeccaK@SalineCountyLibrary.org
 Address: [201 Prickett Road, Bryant, AR 72022](#)



Re: Code and Card

Rob Walton <Robw@salinecountylibrary.org>

Tue 10/11/2022 12:30 PM

To: Francesca Castro francescac@salinecountylibrary.org

Weird! I'll be over in a few minutes to try and fix it



Rob Walton (He/Him/His)
Building Operations Manager

Office [\(501\) 778 4766 xt 1561](tel:(501)7784766xt1561)

Mobile: [\(757\) 749 9559](tel:(757)7499559)

Email: robw@salinecountylibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Tuesday, October 11, 2022 12:29 PM

To: Rob Walton <Robw@salinecountylibrary.org>

Subject: Re: Code and Card

Hey, the card or code wouldn't work this morning.

Thanks,

From: Rob Walton <Robw@salinecountylibrary.org>

Sent: Thursday, October 6, 2022 9:40 AM

To: Francesca Castro <francescac@salinecountylibrary.org>; Building Operations <support@salinecountylibrary.org>

Subject: Re: Code and Card

I'll take a look at it for you



Rob Walton (He/Him/His)
Building Operations Manager

Office [\(501\) 778 4766 xt 1561](tel:(501)7784766xt1561)

Mobile: [\(757\) 749 9559](tel:(757)7499559)

Email robw@salinecountylibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Thursday, October 6, 2022 9:40 AM

To: Building Operations <support@salinecountylibrary.org>

Subject: Code and Card

Hi, My card to let me in the door in the mornings doesn't work and my code.
Thanks



Francesca Castro

Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



About Me

Re: Novel Writing Night

Susie Sward <SusieS@salinecountylibrary.org>

Fri 10/7/2022 1:32 PM

To: Francesca Castro francescac@salinecountylibrary.org

It's okay. I'm glad you asked!

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Friday, October 7, 2022 1:31 PM

To: Susie Sward <SusieS@salinecountylibrary.org>

Subject: Re: Novel Writing Night

Thank You! I am still unsure how things got mixed up!

From: Susie Sward <SusieS@salinecountylibrary.org>

Sent: Friday, October 7, 2022 1:30 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Novel Writing Night

My upcoming programs (October) are:

Mehndi Henna Tattoo
Wednesday, October 12, 6-7pm
Benton

Tai Chi
Friday, October 14, 11-noon
Benton

National Novel Writing Month
Tips, Tricks, Do's and Don'ts
Thursday, October 20, 6-7pm
Benton

Knife Sharpening by Hand
Saturday, October 22, 2-3pm
Benton

Inklings Writer's Group
Wednesday, October 26, 6-7pm
Benton

November programs:

NaNoWriMo Write-In

Week 1 Kick-Off Event
Tuesday, November 1, 5:30-6:30pm
Benton

NaNoWriMo Write-In
Week 2
Tuesday, November 8, 5:30-6:30pm
Benton

Charcuterie Essentials
Thursday, November 10, 6-7pm
Benton

NaNoWriMo Write-In
Week 3
Tuesday, November 15, 5:30-6:30pm
Benton

NaNoWriMo Write-In
Week 4
Tuesday, November 22, 5:30-6:30pm
Benton

Inklings Writer's Group
Wednesday, November 30, 6-7pm
Benton

Please let me know if you have any questions!

From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Friday, October 7, 2022 8:38 AM
To: Susie Sward <SusieS@salinecountylibrary.org>
Subject: Novel Writing Night

Good Morning, I could be totally mistaking, are you over novel writing night and is that tonight? I have written it down for tonight, but I cannot find any information on it.

Thanks,
Francesca



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.salinecountylibrary.org/locations/benton)



Re: News stories and book lists

Taylor Morrissey <TaylorM@salinecountylibrary.org>

Fri 10/7/2022 8:54 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Just forwarded it to you both)



Taylor Morrissey (she/her)
Collections Assistant

Phone: [\(501\) 778-4766 xt 1202](tel:(501)778-4766)

Email: taylorm@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp karil@salinecountylibrary.org

Sent: Thursday, October 6, 2022 8 58 AM

To: Taylor Morrissey TaylorM@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Re News stories and book lists

Hey, Taylor. Do you have the booklist that was due in September? Francesca and I cannot find it in our emails.

Thank you.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Taylor Morrissey <TaylorM@salinecountylibrary.org>

Sent: Wednesday, September 7, 2022 9:07:33 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Re: News stories and book lists

I have a book list that is due September 15th , I can work on it today though and send it to you early if you need one asap. Also here's the schedule Jordan had sent at the beginning of the book list/book review list if you need it!

[Book Reviews & Lists Schedule.xlsx](#)



Taylor Morrissey (she/her)
Collections Assistant

Phone: [\(501\) 778-4766 xt 1202](tel:(501)778-4766)

Email: taylorm@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, September 7, 2022 9:01 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: News stories and book lists

If you have a news story or book list going out this month(or in the future) please resend those to Francesca and myself. We are trying to find them but no luck so far.

Thank you,

Get [Outlook for iOS](#)

Fw: September Book List

Taylor Morrissey <TaylorM@salinecountylibrary.org>

Fri 10/7/2022 8:54 AM

To: Kari Lapp karil@salinecountylibrary.org

Cc: Francesca Castro <francescac@salinecountylibrary.org>

Here's the September book list!


Taylor Morrissey (she/her)
Collections Assistant
Phone: [\(501\) 778-4766 xt 1202](tel:(501)778-4766)Email: taylorm@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)

About Me

From: Taylor Morrissey**Sent:** Thursday, September 8, 2022 9:55 AM**To:** Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Subject:** September Book List

Hey Kari and Francesca,

Here is my book list for September

10 Dark Academia Books perfect for fall! These adult books all have an academic and autumnal atmosphere, great for those who still dream of admittance to magical school or who are obsessed with secret societies.

1. Ninth House by Leigh Bardugo - available in regular print, large print, audiobook, and ebook.
2. Bunny by Mona Awad - available in regular print, audiobook, and ebook.
3. Catherine House by Elizabeth Thomas - available in regular print, audiobook, and ebook.
4. The Atlas Six by Olivie Blake - available in regular print, audiobook, and ebook.
5. The Cartographers by Peng Shepherd - available in large print, audiobook, and ebook.
6. In My Dreams I Hold a Knife by Ashley Winstead - available in audiobook and ebook.
7. Ordinary Monster by JM Miro - available in regular print, audiobook, and ebook.
8. The Death of Jane Lawrence by Caitlin Starling - available in regular print, audiobook, and ebook.
9. A Discovery of Witches by Deborah Harkness - available in regular print, large print, audiobook, and ebook.
10. They Never Learn by Layne Fargo - available in regular print, audiobook, and ebook.



Taylor Morrissey (she/her)
Collections Assistant

Phone: [\(501\) 778-4766 xt 1202](tel:(501)778-4766)

Email: taylorm@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Saline County Speaks

Alan Robinette <AlanR@salinecountylibrary.org>

Thu 10/6/2022 1:32 PM

To: Francesca Castro francescac@salinecountylibrary.org

Yup! We got back from lunch, and it was rendered with captions The final version should be on Wave



Alan Robinette

Community Librarian, MLIS

Phone: [\(501\) 778-4766 xt 1201](tel:(501)778-4766)

Email: AlanR@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Thursday, October 6, 2022 12:39 PM

To: Alan Robinette <AlanR@salinecountylibrary.org>

Subject: Saline County Speaks

Hello, did you finish the final video, and it is ready to be uploaded to go out at 7pm.

Thanks,



Francesca Castro

Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



Branch Programmer

Heather Phipps <heatherp@salinecountylibrary.org>

Thu 10/6/2022 1:10 PM

To: Francesca Castro francescac@salinecountylibrary.org

Cc: Kari Lapp <karil@salinecountylibrary.org>

Hello!

Can you please remove from the website.

Thanks!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Employee of the Month Photos

Francesca Castro <francescac@salinecountylibrary.org>

Thu 10/6/2022 12:05 PM

To: Wendy Christy wendyc@salinecountylibrary.org ;Kari Lapp karil@salinecountylibrary.org

I am not sure about that since this is my first employee of the month Ill attach Kari

From: Wendy Christy <wendyc@salinecountylibrary.org>

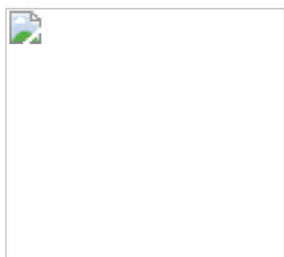
Sent: Thursday, October 6, 2022 12:03 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Employee of the Month Photos

Amanda gave me one of the employee of the month frames so we could hang Jordan's photo up down here, but I don't know where the pictures are saved or where the template is. I had heard there was a Canva template with the employee of the month logo stuff on it, but I couldn't find it. Can you tell me where all the things are?

Thanks!



Wendy Christy
Youth Services Manager

Phone [\(501\) 778 4766 xt 1373](tel:(501)778-4766-xt1373)

Email wendyc@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Photos

Kari Lapp <karil@salinecountylibrary.org>

Thu 10/6/2022 11:21 AM

To: Francesca Castro francescac@salinecountylibrary.org

We are all a little mad here for Mad Hatter Day (10/6)! Check out the brilliantly mad hats our staff have. Share yours in the comments!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Thursday, October 6, 2022 11:04:16 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Re: Photos

Ok! Any ideas for a fun caption... You're creative with those!

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Thursday, October 6, 2022 11:02 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Photos

Love them! Yes, I would go ahead and call Rebecca and let her know you are getting ready to post and see if she has any



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)







From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Thursday, October 6, 2022 10:58:30 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Photos

-  [Hat Day \(1\).jpg](#)
-  [Hat Day \(2\).jpg](#)
-  [Hat Day \(3\).jpg](#)
-  [Hat Day \(4\).jpg](#)
-  [Hat Day \(5\).jpg](#)
-  [Hat Day \(6\).jpg](#)
-  [Hat Day \(7\).jpg](#)
-  [Hat Day \(8\).jpg](#)
-  [Hat Day \(9\).jpg](#)
-  [Hat Day \(10\).jpg](#)
-  [Hat Day \(11\).jpg](#)
-  [Hat Day \(12\).jpg](#)
-  [Hat Day \(13\).jpg](#)
-  [Hat Day \(14\).jpg](#)



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: Video

Francesca Castro <francescac@salinecountylibrary.org>

Thu 10/6/2022 8:41 AM

To: Feli Soto Toro felix t@salinecountylibrary.org

ok Sounds good!

From: Felix Soto Toro felix t@salinecountylibrary.org

Sent: Thursday, October 6, 2022 8 40 AM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Re Video

I apologize, but I was off yesterday due to [REDACTED].

I can do it today in the afternoon if you want.

Regards,



Felix Soto Toro
IT Support Specialist

Phone: [\(501\) 778-4766 ext. 1502](tel:(501)778-4766)

Email: felixt@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 1:37 PM

To: Felix Soto Toro <felixt@salinecountylibrary.org>

Subject: Video

Hey are you still at work? I am available for recording the video now.



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Connect to P drive

Francesca Castro <francescac@salinecountylibrary.org>

Thu 10/6/2022 8:35 AM

To: Francesca Castro francescac@salinecountylibrary.org

Hi indesign was working the other day, but now it is not
Thanks

From: Francesca Castro francescac@salinecountylibrary.org

Sent: Tuesday, October 4, 2022 8 22 AM

To: Felix Soto Toro felixt@salinecountylibrary.org

Cc: Rob Walton Robw@salinecountylibrary.org

Subject: Re Connect to P drive

Hi, sorry it's me again. When you get the chance will you connect me to the admin printer. I thought it was already connected.

Thanks,

Francesca Castro

From: Felix Soto Toro <felixt@salinecountylibrary.org>

Sent: Monday, October 3, 2022 2:53 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Cc: Rob Walton <Robw@salinecountylibrary.org>

Subject: Fw: Connect to P drive

Is Adobe done downloading?

Regards,



Felix Soto Toro
IT Support Specialist

Phone: [\(501\) 778-4766 ext. 1502](tel:(501)778-4766)

Email: felixt@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, October 3, 2022 12:10 PM

To: Building Operations <support@salinecountylibrary.org>

Subject: Re: Connect to P drive

Hello, Can you help me with downloading and getting onto adobe. Thanks!

From: Francesca Castro
Sent: Friday, September 30, 2022 9:04 AM
To: Building Operations <support@salinecountylibrary.org>
Subject: Connect to P drive

Hi, will you reconnect me to the P drive?
thanks,
Francesca



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778 4766 xt 1338](tel:(501)778-4766-xt1338)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: Photo for Employee of the Month

Francesca Castro <francescac@salinecountylibrary.org>

Thu 10/6/2022 8:35 AM

To: Jordan Sandlin jordans@salinecountylibrary.org

I can take them at 9

From: Jordan Sandlin jordans@salinecountylibrary.org

Sent: Thursday, October 6, 2022 8:33 AM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Re: Photo for Employee of the Month

We can take picture anytime before 10:30 this morning, and between 1:30 and 4!
Whatever is fine.

**Jordan Sandlin****Tween Librarian**

Phone: [\(501\) 778-4766 xt 1303](tel:(501)778-4766)

Email: JordanS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 10:26 AM

To: Jordan Sandlin <jordans@salinecountylibrary.org>

Subject: Re: Photo for Employee of the Month

That works for me. Just shoot me an email when you're ready tomorrow.

From: Jordan Sandlin <jordans@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 10:24 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Photo for Employee of the Month

I might not have free time until quite late in the afternoon. If you'd rather do it tomorrow, we can



Jordan Sandlin

Tween Librarian

Phone: [\(501\) 778-4766 xt 1303](tel:(501)778-4766)

Email: JordanS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 8:01 AM

To: Jordan Sandlin <jordans@salinecountylibrary.org>

Subject: Photo for Employee of the Month

Good Morning,

When every you have free time today, I need to take your photo for employee of the Month

Thanks,

Francesca



Francesca Castro

Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Awards Set Up

Bella Cusimano <bellac@salinecountylibrary.org>

Tue 9/27/2022 2:19 PM

To: Kari Lapp karil@salinecountylibrary.org ;Leigh Espey leighe@salinecountylibrary.org ;Susie Sward <SusieS@salinecountylibrary.org>;Alan Robinette <AlanR@salinecountylibrary.org>;Mason Newberry <masonn@salinecountylibrary.org>;Rebecca Kidder <rebeccak@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>;Haley Johnson <HaleyJ@salinecountylibrary.org>

Sounds good! Anyone interested in assisting with this, let me know. I have hand pumps, but maybe electric would be better. I was hoping to work on it sometime tomorrow after 10a



Bella Cusimano
Outreach Coordinator

Phone: [\(501\) 778-4766 xt 1304](tel:(501)778-4766)

Email: bellac@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Tuesday, September 27, 2022 12:20 PM

To: Bella Cusimano <bellac@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Alan Robinette <AlanR@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>; Haley Johnson <HaleyJ@salinecountylibrary.org>

Subject: Re: Awards Set Up

Bella, a someone who has put one of those together, I would recommend you get at least one person to help you. It works better if someone blows up the balloon and someone or two people attach them to the line. And we should have an electric balloon pump. If we don't, let me know. I have one at home.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Bella Cusimano bellac@salinecountylibrary.org

Sent: Tuesday, September 27, 2022 7:57 AM

To: Leigh Espey leighe@salinecountylibrary.org ; Kari Lapp karil@salinecountylibrary.org ; Susie Sward

<SusieS@salinecountylibrary.org>; Alan Robinette <AlanR@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>
Cc: Francesca Castro <francescac@salinecountylibrary.org>; Haley Johnson <HaleyJ@salinecountylibrary.org>
Subject: Re: Awards Set Up

My plan is to do the balloon arch tomorrow so it will be done for Thursday. It's more of a half-arch. I don't anticipate needing help with it.



Bella Cusimano
Outreach Coordinator

Phone: [\(501\) 778-4766 xt 1304](tel:(501)778-4766)
 Email: bellac@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Leigh Espey <leighe@salinecountylibrary.org>
Sent: Tuesday, September 27, 2022 7:30 AM
To: Kari Lapp <karil@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Alan Robinette <AlanR@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>
Cc: Francesca Castro <francescac@salinecountylibrary.org>; Haley Johnson <HaleyJ@salinecountylibrary.org>
Subject: Re: Awards Set Up

I still don't have volunteers confirmed. I've tried several different contacts, and no one has been available. I'm waiting to hear back from the Bryant NHS today to see if they have any kids that can volunteer.

The playlist is at about 2 hours 15 minutes. I want to add a few more songs to it today to get it up to at least 3 hours so that we don't have to worry about it running out.



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)
 Email: LeighE@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Monday, September 26, 2022 5:45 PM

To: Leigh Espey <leighe@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Alan Robinette <AlanR@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>; Haley Johnson <HaleyJ@salinecountylibrary.org>

Subject: Re: Awards Set Up

ITS AWARDS WEEK! Here are the items left on my list. Highlighted yellow means its almost done. Highlighted in purple means I don't know the status so please share.

Attached is the Seating Chart and draft program. BTW- this whole thing is costing us less than \$100!!!! We have 155 people who have confirmed they will be attending. I'm pretty freaking excited if you cannot tell. Do you guys want to meet one more time this week to do a run down?

Powerpoint loop (to be played during first networking hour)- Bella
Call invitees who have not responded- Kari and Mason
Email reminder to invitees and let them know about pantry donations- Kari
Advertising- Francesca

Table sponsors

food sponsors

main sponsor

Nominees

invitation and announcement

Event Signs- Francesca and Kari

Event Programs- Francesca and Kari

Promo gifts- have been ordered. Pens arriving tomorrow. Notepads on the 27th.

Centerpieces- Bella and Susie (great help from PS but do yall need anything else?)

Beverages- Get 2 containers from Benton and 2 from Bryant

Volunteers- Leigh

Registration sheets- Kari (literally just printing it straight from our planning doc!)

Music- Leigh

Confirm table drop off time and schedule table pick up- Kari

Confirm Food sponsors- kari

Create survey- Kari

Patron Testimonial videos- Kari and Fran

Reservation place cards- Haley

Table Sponsor frames- Haley

Balloon arch???- Bella, I remember you saying something about this. Do you need help? I would rather do this the night before and then just put it up the day of.

Day of duties:

Registration table- Rebecca and Leigh

Table Decor- Bella and Susie

Set up picture area- Mason (Bella might be useful for this as well)

Food sponsor liason- Kari

Set up signage-Rebecca, Leigh, and Kari

Lights- Susie and Kari

Powerpoint set up- Bella

Sound set up- Francesca

Cleanup- Leigh directs but we all help out!

Table arrangements- Kari (setting this up night before)

After the event (like next day or week):

Thank you card to attendees

Pictures on Facebook

News Story and Press Release

Thank you card to sponsors

return tablecloths to Bryant COC

Day long celebration nap.

Super proud of you guys! Thanks for helping with all of this!!



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp

Sent: Wednesday, September 21, 2022 10:04 AM

To: Leigh Espey <leighe@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Alan Robinette <AlanR@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>; Haley Johnson <HaleyJ@salinecountylibrary.org>

Subject: Awards Set Up

I have talked to Susie and Bella about set up for the event since I think they will have the bulk of set up. We have decided 12:30pm sounds like a good time to start so we wont be rushed. The tables and cloths will be set up the night before. Not sure of the time yet but if anyone would like to help me those, let me know.

Below are the tasks I have left to be done. Overall I feel like we are in really good shape and I am so excited. We are up to 79 RSVPs and the press release and news story/Facebook post will go out tomorrow. Most of these tasks are simple emails or almost done.

Powerpoint loop (to be played during first networking hour)- Bella

Call invitees who have not responded- Kari and Mason

Call nominees- Kari (Only patron I haven't heard from is Sheri Browning. I left her a voicemail. Rebecca, you make have to assist with that one.)

Advertising- Francesca

Table sponsors

food sponsors

main sponsor

Nominees

invitation and announcement

Event Signs- Francesca and Kari

Event Programs- Francesca and Kari

Promo gifts- have been ordered. Pens arriving tomorrow. Notepads on the 27th.

Create awards and test out printing- Kari (someone want to help with this?)

Centerpieces- Bella and Susie (great help from PS but do yall need anything else?)

Seating- Kari

Pick up tablecloths- Kari

Beverages- Grab the fancy dispensers we have. I also have like 3 smaller ones at my house we can bring incase Chicken Salad Chicken was just bringing jugs. Less messy to use the pour spout!

Additional Staff- Leigh

Volunteers- Leigh

Allergy Sign- Kari

Registration sheets- Kari (literally just printing it straight from our planning doc!)

Music- Leigh

check audio and visual- Francesca and Bella (day of)
Confirm table drop off time and schedule table pick up- Kari
Confirm Food sponsors- kari
Create survey- Kari
Patron Testimonial videos- Kari and Fran
Reservation place cards- Haley
Table numbers- Haley (just need printed)
Table Sponsor frames- Haley
Balloon arch????- Bella, I remember you saying something about this. Do you need help? I would rather do this the night before and then just put it up the day of.

Day of duties:

Registration table- Rebecca and Leigh
Table Decor- Bella and Susie
Set up picture area- Mason (Bella might be useful for this as well)
Food donation liason- Kari
Set up signage-Rebecca, Leigh, and Kari
Lights- Susie and Kari
Powerpoint set up- Bella
Sound set up- Francesca
Cleanup- Leigh directs but we all help out!
Table arrangements- Kari (setting this up night before)

After the event (like next day or week):

Thank you card to attendees
Pictures on Facebook
News Story and Press Release
Thank you card to sponsors
return tablecloths to Bryant COC
Day long celebration nap.

Did I forget anything?



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Fw: One of your updates failed to post

Kari Lapp <karil@salinecountylibrary.org>

Tue 9/27/2022 11:12 AM

To: Francesca Castro francescac@salinecountylibrary.org

Can you please figure this out and get this to post?

Thank you,



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Buffer <hello@buffer.com>

Sent: Tuesday, September 27, 2022 11:11 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: One of your updates failed to post



Hi there,

Whoops! We're so sorry that we weren't able to post your post for sclibrary (Instagram Business).

Here's the content of the post:

Good news! We have received a grant that is supporting us in offering FREE basic computer and tablet skills classes. Before we start the classes, we want to hear from you about what you want to know and when is a good time to have the class. Please take a moment to fill out the short survey at this

 Classes will be announced in October.

Thank you!

¡Buenas noticias! Hemos recibido una donación que utilizaremos para ofrecer clases GRATUITAS en conocimientos básicos de computación y tabletas. Antes de comenzar las clases, queremos saber que es lo estaría interesado en aprender y cual sería el momento adecuado para tomar la clase. Por favor, tómese un momento para completar una breve encuesta en este enlace:

 Las detalles sobre las clases se anunciarán en octubre. ¡Muchas gracias!

We tried to publish your post at 11:00 am, but something went wrong.

Here's the error message: "Oh no! We're hitting an issue with our permission to post on your behalf. Please walk through the steps to reauthorize the Buffer app in Facebook, Grant Full Permission for All Pages, then Retry this post. [Learn more here](#)"

[Go to your dashboard to view this update](#)

Have a good day!



Cheers,
Joel from Buffer
CEO

P.S. Check out our [Help Center](#) for answers to our most popular questions, how-to guides, and best practices!



[Unsubscribe](#) | [Update my mail settings](#)

Sent by the team at [Buffer](#)

2443 Fillmore St #380-7163 San Francisco, CA 94115 USA

This email was sent from outside the organization.

Re: Systems Admin Shadow

Julie Syler <julies@salinecountylibrary.org>

Mon 9/26/2022 9:27 AM

To: Francesca Castro francescac@salinecountylibrary.org ;Heather Phipps <heatherp@salinecountylibrary.org>

We'll just try again for next Tuesday at 8:30!

Julie Syler
Systems Administrator
Saline County Library

From: Francesca Castro francescac@salinecountylibrary.org
Sent: Monday, September 26, 2022 9:27 AM
To: Julie Syler julies@salinecountylibrary.org
Subject: Re: Systems Admin Shadow

ok. That works for me.

From: Julie Syler <julies@salinecountylibrary.org>
Sent: Monday, September 26, 2022 9:26 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Systems Admin Shadow

Want to try again for next Tuesday morning at 8:30?

Julie Syler
Systems Administrator
Saline County Library

From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Monday, September 26, 2022 9:26 AM
To: Julie Syler <julies@salinecountylibrary.org>
Subject: Re: Systems Admin Shadow

Hi. Things are going well for me right now. Just let me know when it is a good time for you.
Thanks,
Francesca

From: Julie Syler <julies@salinecountylibrary.org>
Sent: Monday, September 26, 2022 9:24 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Fw: Systems Admin Shadow

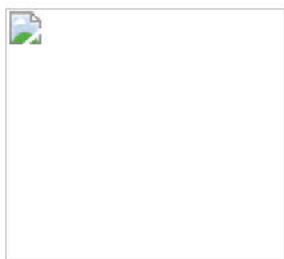
Hi Francesca!

I was going to try to meet you on Tuesday morning, but I've got a doctor's appointment in Little Rock with my migraine specialist. So sorry for the delay! How have things been going for you?

Julie Syler
Systems Administrator
Saline County Library

From: Heather Phipps <heatherp@salinecountylibrary.org>
Sent: Monday, September 26, 2022 9:22 AM
To: Julie Syler <julies@salinecountylibrary.org>
Subject: Re: Systems Admin Shadow

No Problem. How about you get with Francesca to see what works for her. Her schedule seems pretty flexible right now



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)
Email: HeatherP@SalineCountyLibrary.org
Address: [1800 Smither Dr Benton, AR 72015](#)



From: Julie Syler <julies@salinecountylibrary.org>
Sent: Monday, September 26, 2022 9:18 AM
To: Heather Phipps <heatherp@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>
Subject: Re: Systems Admin Shadow

I completely forgot that I have a [REDACTED] before the manager's meeting this week. Would it be possible to attend virtually?

Julie Syler
Systems Administrator
Saline County Library

From: Heather Phipps
Sent: Monday, September 26, 2022 8:44 AM
To: Heather Phipps <heatherp@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>
Subject: Systems Admin Shadow
When: Tuesday, September 27, 2022 8:30 AM-9:00 AM.
Where:

Meeting with Julie Syler for Systems Admin in Board Room

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 278 132 136 383

Passcode: ZoRZKJ

[Download Teams](#) | [Join on the web](#)

[Learn More](#) | [Meeting options](#)

Re: Card Making Class

Kari Lapp <karil@salinecountylibrary.org>

Wed 9/28/2022 4:22 PM

To: Rebecca Kidder rebeccak@salinecountylibrary.org ;Francesca Castro <francescac@salinecountylibrary.org>

Thank you! Francesca fi ed this while we were setting up. I saw this email on my watch but didn t have my phone in reach to replt



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Sent: Wednesday, September 28, 2022 1:01:39 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Card Making Class

On Instagram, the card making class tonight shows it's in Bryant, but it doesn't say that on Facebook.

Thanks!



Rebecca Kidder
Branch Manager

Phone: [\(501\) 847-2166 Ext. 1101](tel:(501)847-2166)

Email: RebeccaK@SalineCountyLibrary.org

Address: [201 Prickett Road, Bryant, AR 72022](#)



Re: Crafty Card Making Event at Bryant

Rachel Wallace <rachelw@salinecountylibrary.org>

Wed 9/28/2022 10:33 AM

To: Francesca Castro francescac@salinecountylibrary.org ;Kari Lapp karil@salinecountylibrary.org

Thank you!

**Rachel Wallace**
Assistant Branch ManagerPhone [\(501\) 847 2166 Ext. 1118](tel:(501)8472166)Email RachelW@SalineCountyLibrary.orgAddress: [201 Prickett Rd. Bryant, AR 72022](#)

From: Francesca Castro <francescac@salinecountylibrary.org>**Sent:** Wednesday, September 28, 2022 9:47 AM**To:** Rachel Wallace <rachelw@salinecountylibrary.org>**Subject:** Re: Crafty Card Making Event at Bryant

ok, when I announce the even today, I will make sure it says, Bryant!

From: Rachel Wallace rachelw@salinecountylibrary.org**Sent:** Wednesday, September 28, 2022 9 47 AM**To:** Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org**Subject:** Crafty Card Making Event at Bryant

Hey!

I noticed that on the Facebook post about this event, it doesn't say it's at Bryant.

**Rachel Wallace**
Assistant Branch Manager

Phone: [\(501\) 847 2166 Ext. 1118](tel:(501)8472166)

Email RachelW@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



October YA Booklist

Cheyenne Guffy <CheyenneG@salinecountylibrary.org>

Mon 10/3/2022 10:48 AM

To: Francesca Castro francescac@salinecountylibrary.org

Cc: Kari Lapp <karil@salinecountylibrary.org>

📎 1 attachments (645 KB)

October YA Booklist.pdf;

Here is the YA booklist also!



Cheyenne Guffy
Youth Services Librarian: Teens

Phone: [\(501\) 778-4766 xt 1351](tel:(501)778-4766)

Email: cheyenneg@salinecountylibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Re: October Teen Article

Kari Lapp <karil@salinecountylibrary.org>

Mon 10/3/2022 10:34 AM

To: Cheyenne Guffy CheyenneG@salinecountylibrary.org ;Francesca Castro <francescac@salinecountylibrary.org>

Thank you!



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)7784766xt1350)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Cheyenne Guffy CheyenneG@salinecountylibrary.org

Sent: Monday, October 3, 2022 10 26 AM

To: Francesca Castro francescac@salinecountylibrary.org

Cc: Kari Lapp karil@salinecountylibrary.org

Subject: October Teen Article

I am attaching the October article for the Teens!



Cheyenne Guffy

Youth Services Librarian: Teens

Phone [\(501\) 778 4766 xt 1351](tel:(501)7784766xt1351)

Email cheyenneg@salinecountylibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Employee of the Month Winners for October!

Rebecca Kidder <rebeccak@salinecountylibrary.org>

Mon 10/3/2022 9:44 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org ;Rachel Wallace <rachelw@salinecountylibrary.org>

We're taking Ashleigh's picture tomorrow and then we'll send it over!

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Monday, October 3, 2022 9:08 AM

To: Francesca Castro <francescac@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Rachel Wallace <rachelw@salinecountylibrary.org>

Subject: Fw: Employee of the Month Winners for October!

So we will post the e on social. Usually we get a picture of them out by the parking sign and ask Bryant to send u one of their EOM. I have included Rebecca and Rachel. Can one of you please send u a picture of Ashleigh?

Thank you,



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr+Benton,+AR+72015)



From: Heather Phipps <heatherp@salinecountylibrary.org>

Sent: Friday, September 30, 2022 7:52 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Employee of the Month Winners for October!

Good Morning,

We had so many great nominations this month it was hard to make a decision! On Monday the winners can start using their designated parking spot Managers, please get a picture ready for the frame up front, you should be able to find the template on Canva. If you need assistance, please get with Kari.

Benton:

Jordan Sandlin (2 submissions)

Jordan is a top-notch employee with amazing customer service, wonderful collaboration with staff, & very knowledgeable about her area. Not only have I learned a lot from working with her, but I am always confident I can count on her to support myself and others. She is very encouraging and open-minded. I feel I can ask her advice and expect a reasonable answer. Her confidence at outreach events is inspiring and she is skilled at forming a connection with the people we see, even in a short period of time. She has natural leadership qualities and will continue to be a very important asset to Youth Services and this library.

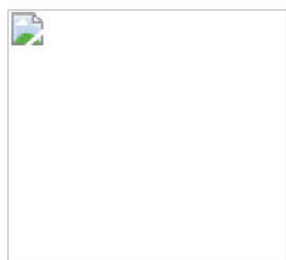
Jordan is always working on something. She takes on tasks like leveling the ER books in a way that's easier for patrons to understand, even though those books are not technically part of her collection. Jordan is fantastic with patrons and knows her collection so well. I know when I cannot find a specific book, or need a recommendation, I can always go to her. She has helped out in all the other collections, too. Re-leveling ER so that it better aligns with school standards, and she basically ran point on genre-fying the nonfiction sections in all of YS. She helps out with outreach whenever the CED department needs her. She runs the most popular storytime, and all of our regular storytime kids just adore her. One of them even refers to the library as "Ms. Jordan's library". I think that sums it up pretty well!

Bryant:

Ashleigh Brink

When Ashleigh comes to work, she brings a wholesome sense of humor that brings smiles and laughter to patrons and staff. She learns quickly and completes tasks with accuracy. The second week she was here she completed closing procedures like a pro, without even being asked. With Ashleigh around we are never behind on merging patron accounts or getting their app cards checked.

Please join me in congratulating our winners! Both are very deserving!



Heather Phipps, PHR **Human Resources Manager**

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr,+Benton,+AR+72015)



Re: October Calendar

Kari Lapp <karil@salinecountylibrary.org>

Fri 9/30/2022 8:32 AM

To: Francesca Castro francescac@salinecountylibrary.org ;Rachel Wallace <rachelw@salinecountylibrary.org>

Cc: Rebecca Kidder <rebeccak@salinecountylibrary.org>

The wagon by the collections offices



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766](tel:(501)7784766) t 1350

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Friday, September 30, 2022 8:31:25 AM

To: Rachel Wallace rachelw@salinecountylibrary.org ; Kari Lapp karil@salinecountylibrary.org

Cc: Rebecca Kidder rebeccak@salinecountylibrary.org

Subject: Re: October Calendar

already placed them out this morning. Where is the Bryant bags?

Get [Outlook for iOS](#)

From: Rachel Wallace <rachelw@salinecountylibrary.org>

Sent: Friday, September 30, 2022 8:26:47 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Cc: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Re: October Calendar

Thank you!



Rachel Wallace
Assistant Branch Manager

Phone [\(501\) 847 2166](tel:(501)8472166) Ext. 1118

Email RachelW@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Friday, September 30, 2022 8:25 AM
To: Rachel Wallace <rachelw@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Cc: Rebecca Kidder <rebeccak@salinecountylibrary.org>
Subject: Re: October Calendar

Sorry. We forgot. Francesca, can you put half a box of October calendars in the Bryant bags? Also, put the October calendars out at the Benton branch. They go out at the self check counter, ask here desk, stairwell table stand and some goes to downstairs



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766](tel:(501)7784766) t 1350

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Rachel Wallace rachelw@salinecountylibrary.org
Sent: Friday, September 30, 2022 8 23 40 AM
To: Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org
Cc: Rebecca Kidder rebeccak@salinecountylibrary.org
Subject: October Calendar

Good morning!

Will we be getting the October calendar in the bag delivery this morning?



Rachel Wallace
Assistant Branch Manager

Phone: [\(501\) 847-2166](tel:(501)847-2166) Ext. 1118

Email: RachelW@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



Re: Photo for Employee of the Month

Francesca Castro <francescac@salinecountylibrary.org>

Thu 10/6/2022 8:35 AM

To: Jordan Sandlin jordans@salinecountylibrary.org

I can take them at 9

From: Jordan Sandlin jordans@salinecountylibrary.org

Sent: Thursday, October 6, 2022 8:33 AM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Re: Photo for Employee of the Month

We can take picture anytime before 10:30 this morning, and between 1:30 and 4!
Whatever is fine.



Jordan Sandlin

Tween Librarian

Phone: [\(501\) 778-4766 xt 1303](tel:(501)778-4766)

Email: JordanS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 10:26 AM

To: Jordan Sandlin <jordans@salinecountylibrary.org>

Subject: Re: Photo for Employee of the Month

That works for me. Just shoot me an email when you're ready tomorrow.

From: Jordan Sandlin <jordans@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 10:24 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Photo for Employee of the Month

I might not have free time until quite late in the afternoon. If you'd rather do it tomorrow, we can



Jordan Sandlin

Tween Librarian

Phone: [\(501\) 778-4766 xt 1303](tel:(501)778-4766)

Email: JordanS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 8:01 AM

To: Jordan Sandlin <jordans@salinecountylibrary.org>

Subject: Photo for Employee of the Month

Good Morning,

When every you have free time today, I need to take your photo for employee of the Month

Thanks,

Francesca



Francesca Castro

Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Room reservation requested

Kari Lapp <karil@salinecountylibrary.org>

Thu 10/6/2022 6:50 AM

To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; benton@salinecountylibrary.org <benton@salinecountylibrary.org>

Communico doesn't send emails to staff when a form is submitted. I will see if I can set up a report to send out every day at 7pm that has requests put in that day? That may be the closest thing we get. I will have those go to Amanda, Leigh, Rachel, and Rebecca.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 4:38:17 PM

To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; benton@salinecountylibrary.org <benton@salinecountylibrary.org>

Subject: Re: Room reservation requested

I will keep looking into this. It's a top priority on my list.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 4:27:58 PM

To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; benton@salinecountylibrary.org <benton@salinecountylibrary.org>

Subject: Re: Room reservation requested

Oh how I loathe Communico.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 4:27:22 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; benton@salinecountylibrary.org <benton@salinecountylibrary.org>

Subject: Re: Room reservation requested

No, I didn't get anything. Neither did the Bryant staff.

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 4:24 PM

To: Amanda Garrison <AmandaG@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; benton@salinecountylibrary.org <benton@salinecountylibrary.org>

Subject: Re: Room reservation requested

Yes, it's a Communico thing. Rebecca did you get the Benton one and maybe Leigh got the Bryant one since that's who was managers when we set it up???



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766 t 1350](tel:(501)778-4766)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Amanda Garrison AmandaG@salinecountylibrary.org

Sent: Wednesday, October 5, 2022 4:22:03 PM

To: Rebecca Kidder rebeccak@salinecountylibrary.org ; benton@salinecountylibrary.org
benton@salinecountylibrary.org

Cc: Kari Lapp karil@salinecountylibrary.org

Subject: Re: Room reservation requested

Where is this email supposed to be coming from? I am the one who will be taking care of this in Benton but I haven't seen anything other than your original email Rebecca. Is it a Communico thing?



Amanda Garrison she | her
Public Services Manager, MLS

Phone: [\(501\) 778-4766 xt 1606](tel:(501)778-4766)
Email: AmandaG@SalineCountyLibrary.org
Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr+Benton,+AR+72015)



From: Yajaira Tapia <YajairaT@salinecountylibrary.org>
Sent: Wednesday, October 5, 2022 4:00 PM
To: Rebecca Kidder <rebeccak@salinecountylibrary.org>; benton@salinecountylibrary.org <benton@salinecountylibrary.org>
Cc: Kari Lapp <karil@salinecountylibrary.org>
Subject: Re: Room reservation requested

Got it. Who will be confirming meeting room reservations?



Yajaira Tapia
Library Assistant

Phone [\(501\) 778 4766](tel:(501)778-4766)
Email yajairat@salinecountylibrary.org
Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr+Benton,+AR+72015)



From: Rebecca Kidder <rebeccak@salinecountylibrary.org>
Sent: Wednesday, October 5, 2022 11:46 AM
To: benton@salinecountylibrary.org <benton@salinecountylibrary.org>
Cc: Kari Lapp <karil@salinecountylibrary.org>
Subject: Fw: Room reservation requested

If you get an email about confirming this booking, let Kari know.

From: donotreply@mylocallibrary.info <donotreply@mylocallibrary.info>
Sent: Wednesday, October 5, 2022 11:45 AM
To: Rebecca Kidder <rebeccak@salinecountylibrary.org>
Subject: Room reservation requested

Hi Rebecca,
Thank you for your reservation request in Meeting Room at Bob Herzfeld Memorial Library.

Test4

Test4

Meeting Room on Thursday, October 27, 11:30AM - 1:00PM

You will receive another confirmation email to let you know whether your request has been approved.

You can get an update on the status of your reservation by calling 501-778-4766 or visiting <https://saline.libnet.info/myreservations> and entering your reservation reference number (lm6xyx) and last name.

Thank you for your interest and support.

Saline County Library

This email was sent from outside the organization.

Re: Shelver Position

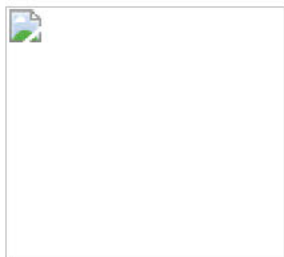
Heather Phipps <heatherp@salinecountylibrary.org>

Wed 10/5/2022 3:07 PM

To: Francesca Castro francescac@salinecountylibrary.org

Cc: Kari Lapp <karil@salinecountylibrary.org>

Thank you!!

**Heather Phipps, PHR**
Human Resources ManagerPhone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)Email: HeatherP@SalineCountyLibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](#)

From: Francesca Castro <francescac@salinecountylibrary.org>**Sent:** Wednesday, October 5, 2022 2:28 PM**To:** Heather Phipps <heatherp@salinecountylibrary.org>**Cc:** Kari Lapp <karil@salinecountylibrary.org>**Subject:** Re: Shelver Position

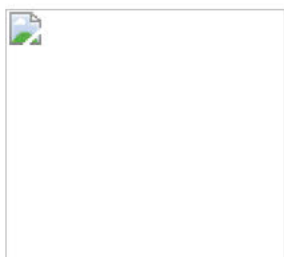
Done!

From: Heather Phipps <heatherp@salinecountylibrary.org>**Sent:** Wednesday, October 5, 2022 2:21 PM**To:** Francesca Castro <francescac@salinecountylibrary.org>**Cc:** Kari Lapp <karil@salinecountylibrary.org>**Subject:** Shelver Position

Hello!

Can you please remove the Shelver position from the website.

Thanks!

**Heather Phipps, PHR**
Human Resources ManagerPhone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)Email: HeatherP@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Programs week of 10/3 10

Rebecca Griffin <rebeccag@salinecountylibrary.org>

Wed 10/5/2022 10:33 AM

To: Kari Lapp karil@salinecountylibrary.org ;allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Hey! I noticed in the description that "torytime" is capitalized. Can you make that "storytimes" that aren't part of the program title lowercase?

Thank !



Becca Griffin

Branch Youth Services Librarian

Phone: (501) 847-2166 ext 2603

Email: RebeccaG@SalineCountyLibrary.org

Address: 201 Prickett Rd. Bryant, AR 72022



From: Kari Lapp karil@salinecountylibrary.org

Sent: Tuesday, October 4, 2022 4:52 PM

To: allstaff@salinecountylibrary.org allstaff@salinecountylibrary.org

Subject: Re: Programs week of 10/3 10

Update: Sensory Storytime on Mondays is in Benton, not Bryant.



Kari Lapp

Community Engagement Manager

Phone: (501) 778-4766 xt 1350

Email: KariL@SalineCountyLibrary.org

Address: 1800 Smithers Dr. Benton, AR 72015



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 4:42 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Programs week of 10/3-10

Below are the in-person and virtual programs happening at the Saline County Library during the week of October 3-8th

Monday, October 3

Makerspace Open Hours

9:00AM – 12:00 PM

Bob Herzfeld Memorial Library - Benton

Drop by during Makerspace open hours and make something super cool to take home with you! Whether crafting or tinkering, the possibilities are as vast as your imagination.

Sensory Storytime

10:30 AM - 11:30AM

Mable Boswell Memorial- Bryant

This program is specifically designed for children with autism, sensory processing disorder, ADHD, or who have difficulty sitting still, but we welcome anyone who wants to participate! Registration is required to keep our group small. Email Ms. Dana at danab@salinecountylibrary.org with any questions, or to get a library social story. Please register under the child's name and add any helpful information (such as special interests or sensory needs) in the comments! <https://saline.libnet.info/event/6824029>

Read & Play Storytime

10 30 AM 11 30 AM

Mabel Boswell Memorial- Bryant

Children ages 2-5 will enjoy songs and stories with Ms. Becca every week in Bryant. Caregivers and children are welcome to stay for playtime after.

Monday Afternoon Book Club

1:00PM - 3:00PM

Bob Herzfeld Memorial- Benton

The Monday Afternoon Book Club meets the first Monday of the month at 1:00 PM at the Benton Chamber of Commerce

Makerspace Open Hours

2:00Pm - 5:00PM

Bob Herzfeld Memorial Benton

Drop by during Makerspace open hours and make something super cool to take home with you! Whether crafting or tinkering, the possibilities are as vast as your imagination!

Mini Game Monday

4 00PM 5 00PM

Bob Herzfeld Memorial- Benton

Teens ages 13-18 are invited to play games and hang out on Mondays.

Teenscrafternoon (CANCELLED)

4 00PM 5 00PM

Mable Boswell Memorial- Bryant

Join Ms. Becca for a variety of arts and crafts.

Tuesday, October 4**Makerspace Open Hours**

9:00AM –12:00PM

Bob Herzfeld Memorial and Mable Boswell Memorial – Benton & Bryant

Drop by during Makerspace open hours and make something super cool to take home with you! Whether crafting or tinkering, the possibilities are as vast as your imagination!

Toddler Storytime

10:30AM -11:30AM

Bob Herzfeld Memorial Benton

Join Mrs. Wendy for this fun, active Storytime designed just for toddlers. We will enjoy rhymes, flannel stories, songs, books, and instruments. After Storytime, we will enjoy some play time together. This Storytime is designed for children 3 & under, but all children are welcome

Tween Cook

4 00PM 5 00PM

Mabel Boswell Memorial- Bryant

Calling all chefs! Kids in the 4th-7th grade will join Ms. Becca in cooking amazing recipes, trying out new cooking skills, and eating everything we make. This class has limited space and registration is required. <https://saline.libnet.info/event/6886072>

Teen Cook

4:00PM- 5:00PM

Mabel Boswell Memorial Bryant

Calling all chefs! Kids in the 8th-12th grade will join Ms. Becca in cooking amazing recipes, trying out new cooking skills, and eating everything we make. This class has limited space and registration is required. <https://saline.libnet.info/event/6886556>

Chess Club

4:00pm-5:00pm

Bob Herzfeld Memorial Benton

Practice your Chess skills, work on your strategy, or just play to have fun! For grades 3 7

Creation Station- Kids Makerspace Hour

4:00PM - 4:45PM

Bob Herzfeld Memorial- Benton

Creation Station is a fun program for kids in 1st through 7th grade to express themselves through art.

Minecraft Tuesday

4:30PM- 5:30PM

Virtual

Join us in our virtual Minecraft realm to play and hang out with friends.

Loops and Love- Community Crochet Club

5:30-6:30 PM - 6:30PM

Bob Herzfeld Memorial- Benton

Yarn lovers unite! Loops & Love is a club for crocheters of all skill levels to relax, interact, and practice their crochet skills together while giving back to the community! Provided with supplies, patterns, and a cozy atmosphere, community members ages tween & up can come to collaborate, learn and improve upon their crochet skills together. Whether you're just starting out or can pass on some of your own skills to fellow crocheters, all are welcome to join us in crafting for a cause as we build a collection of handmade goods to donate to SCL's "Warm Wishes Windows" this winter.

Wednesday, October 5**DIY Adventures: Book Page Wreath Kit Pick Up**

All Day

Bob Herzfeld Memorial and Mabel Boswell Memorial- Benton & Bryant

Monthly Grab and Go kits for adults.

Friends of the Library Board Meeting

1:30PM -2:30PM

Bob Herzfeld Memorial- Benton

Friends of the Library board meetings are held bi-monthly and are open to the public.

Teen Drawing Club

4:00PM -5:00PM

Bob Herzfeld Memorial - Benton

Interested in drawing? Come join Mrs. Cheyenne and Mrs. Ashlyn to create your own manga/comic characters, draw landscapes, portraits, doodles ... the possibilities are endless!

Thursday, October 6

Preschool Storytime

Bob Herzfeld Memorial- Benton

10:30 AM – 11:15 AM

Join Ms. Jordan every Thursday morning at 10:30 for our Preschool Storytime. This Storytime is suggested for children ages 3-5. We'll sing songs, read stories, and have a fun activity each week that focuses on early literacy skills/fine motor skills. We look forward to seeing you!

Makerspace Open Hours Benton and Bryant

2:00PM - 5:00PM

Bob Herzfeld Memorial and Mabel Boswell Memorial- Benton & Bryant

Drop by during Makerspace open hours and make something super cool to take home with you!

Whether crafting or tinkering, the possibilities are as vast as your imagination!

Book Café

4:00PM -5:00PM

Bob Herzfeld Memorial - Benton

Join Ms. Jordan for an afterschool book café for 4th through 7th grade. We'll sample a book through a brief reading, some discussion, and a fun activity or craft every week. Come expand your book palette with Ms. Jordan through this restaurant-themed program. We will take a glance at our menu, sample a book together, and finish our three-course "meal" with a sweet craft or activity. The only thing you'll need to bring is your curiosity and maybe an appetite for reading.

V.I.P (Very Important People) - A Picture Book Book Club

4:00PM – 4:45 PM

Bob Herzfeld Memorial- Bryant

This program is for 1st - 3rd Graders. No need to read ahead of time; we will read a picture book about a famous person each week, and do an activity related to their life.

Bedtime Stories

6:15 PM - 6:45PM

Mabel Boswell Memorial- Bryant

Join Ms. Becca for warm cookies and bedtime stories, the perfect combination for sweet dreams! This Storytime is great for 2–5-year-olds.

Saline County Speaks

7:00PM -7:30-7:30 PM

Facebook

Librarian Alan Robinette speaks to members of our community who are making a real difference. In celebration of breast cancer awareness month, Alan speaks with CEO Michael Stewart of Saline Memorial.

Friday, October 7

Fun Day Friday

10:30 AM -11:30 AM

Join Ms. Dana and Ms. Ashlyn for Fun Day Friday Storytime! This Storytime is a movement and music Storytime, designed for ages 3-5.

Stand-up Comedy Night (CANCELLED)

7:00PM- 9:00PM

Bob Herzfeld Memorial- Benton

Do you ever watch stand-up comedians and think, "I am funnier than these guys" or, "I bet I could do that too?" Now is your chance to find out. The Saline County Library is hosting a stand-up comedy night! Registration is required for this event, and you can either register as a comedian or an audience member. We will need audience members! This event will be sure to tickle your funny bone.

Saturday, October 8

Saturday Storytime

10:30AM -11:00AM

Bob Herzfeld Memorial- Benton

Join us every Saturday at 10:30 for a Storytime catered towards ages 3-5! Come to the library for a fun Saturday afternoon short Storytime with a different Youth Services Librarian hosting every week! We'll sing songs and read stories starting at 10:30 in the Storytime room. We can't wait to see you there.

Monday, October 10

Closed

All DAY

Bob Herzfeld Memorial and Mabel Boswell Memorial- Benton and Bryant



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: American Girl Club

Francesca Castro <francescac@salinecountylibrary.org>

Wed 10/5/2022 10:27 AM

To: Rebecca Griffin rebeccag@salinecountylibrary.org

alright! Thanks for letting me know

From: Rebecca Griffin <rebeccag@salinecountylibrary.org>

Sent: Wednesday, October 5, 2022 10:27 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: American Girl Club

I added that Next Level Gamers too late to be in the October magazine, so it will start in November. Don't worry about promoting it this month. I think there's already too much going on

**Becca Griffin****Branch Youth Services Librarian**

Phone: [\(501\) 847-2166 ext 2603](tel:(501)847-2166)

Email: RebeccaG@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](https://www.google.com/maps/place/201+Prickett+Rd,+Bryant,+AR+72022)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Wednesday, October 5, 2022 8:06 AM

To: Rebecca Griffin rebeccag@salinecountylibrary.org

Subject: Re: American Girl Club

Hey, I wanted to let you know that I am talking about next level gamers. I don't see it on the calendar for October. I see it for November.

Thanks,
Francesca

From: Rebecca Griffin <rebeccag@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 2:37 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: American Girl Club

Hi! This program already happened on the 1st.

Thanks,



Becca Griffin

Branch Youth Services Librarian

Phone: [\(501\) 847-2166 ext 2603](tel:(501)847-2166)

Email: RebeccaG@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Tuesday, October 4, 2022 12:25 PM

To: Rebecca Griffin rebeccag@salinecountylibrary.org

Subject: Re: American Girl Club

This program is not listed on the website calendar for October. Can you add and I will post the event on Facebook.

Thanks,
Francesca

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 10:13 AM

To: Rebecca Griffin <rebeccag@salinecountylibrary.org>

Subject: Re: American Girl Club

Hi, Can I have a little more information on Next level Gamers before I make a social media post
Thanks!
Francesca

From: Rebecca Griffin <rebeccag@salinecountylibrary.org>

Sent: Wednesday, September 21, 2022 2:25 PM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Re: American Girl Club

That would be great!

In addition to Crafternoon and American Girl, would you also add some extra coverage for the **Next Level Gamers** on Tuesdays from 4-7pm starting in October and **After School Special**, second Wednesdays from 3-4:30 (October will be spider web lime) on the social media calendar?

Thanks so much!



Becca Griffin

Branch Youth Services Librarian

Phone: [\(501\) 847-2166 ext 2603](tel:(501)847-2166)

Email: RebeccaG@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Wednesday, September 21, 2022 1 49 PM

To: Kari Lapp karil@salinecountylibrary.org ; Rebecca Griffin rebeccag@salinecountylibrary.org ; Rebecca Kidder rebeccak@salinecountylibrary.org

Subject: Re American Girl Club

I have a post for the American Girl club going out on the 24th on Buffer.

From: Kari Lapp karil@salinecountylibrary.org

Sent: Wednesday, September 21, 2022 12 32 PM

To: Rebecca Griffin rebeccag@salinecountylibrary.org ; Rebecca Kidder rebeccak@salinecountylibrary.org

Cc: Francesca Castro francescac@salinecountylibrary.org

Subject: American Girl Club

Do you want more promotion for American Girl Club? I've (Fran) got the Teen Crafternoons on the social schedule.



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Questions

Rebecca Kidder <rebeccak@salinecountylibrary.org>

Tue 10/4/2022 4:44 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Cc: Rachel Wallace <rachelw@salinecountylibrary.org>

Thank !

From: Kari Lapp <karil@salinecountylibrary.org>**Sent:** Tuesday, October 4, 2022 4:43 PM**To:** Rebecca Kidder <rebeccak@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Cc:** Rachel Wallace <rachelw@salinecountylibrary.org>**Subject:** Re: Questions

I just sent it out. She made the email for the media last week. Thanks for letting us know it didn't go out. We are working on it :)

I am also looking at running a report with all the info in Communico to go out automatically each week so we may have a different format soon.



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](#)**From:** Rebecca Kidder <rebeccak@salinecountylibrary.org>**Sent:** Tuesday, October 4, 2022 4:21:15 PM**To:** Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Cc:** Rachel Wallace <rachelw@salinecountylibrary.org>**Subject:** Re: Questions

We never got an email, so that's why I was checking on it. Our staff have been asking.

Thanks!

From: Kari Lapp <karil@salinecountylibrary.org>**Sent:** Tuesday, October 4, 2022 4:20 PM**To:** Rebecca Kidder <rebeccak@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Cc:** Rachel Wallace <rachelw@salinecountylibrary.org>**Subject:** Re: Questions

Yes, they will. Francesca made one last week and is still getting in the habit of doing that every week



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](https://www.google.com/maps/place/1800+Smither+Dr+Benton,+AR+72015)



From: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 4:08:26 PM

To: Francesca Castro <francescac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Cc: Rachel Wallace <rachelw@salinecountylibrary.org>

Subject: Re: Questions

Will the weekly programs be sent out again via email each Monday?

Thanks!

From: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Sent: Monday, September 26, 2022 9:27 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Questions

Awesome! Thank you!

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, September 26, 2022 9:12 AM

To: Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Re: Questions

I can make a post for SM that we will be closing early Thursday I did not post it on This week's post and I can email the weekly programs out. I just did not know that was a thing.

From: Rebecca Kidder rebeccak@salinecountylibrary.org

Sent: Monday, September 26, 2022 9:09 AM

To: Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Cc: Rachel Wallace rachelw@salinecountylibrary.org

Subject: Questions

Good morning!

Will there be a closing early sign for Thursday? Wasn't sure if I needed to make one or if y'all are sending one out.

Also, an employee asked if we'll be getting the weekly programs email that Jordan used to send out? They were really helpful for us.

Thanks!



Rebecca Kidder

Branch Manager

Phone: [\(501\) 847-2166 Ext. 1101](tel:(501)847-2166)

Email: RebeccaK@SalineCountyLibrary.org

Address: [201 Prickett Road, Bryant, AR 72022](#)



[About Me](#)

Re: Canceling Crafternoon

Kari Lapp <karil@salinecountylibrary.org>

Tue 10/4/2022 2:47 PM

To: Rebecca Griffin rebeccag@salinecountylibrary.org ;Francesca Castro <francescac@salinecountylibrary.org>

Yeah. I totally understand. Thanks for understanding!



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Rebecca Griffin <rebeccag@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 2:45:33 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Canceling Crafternoon

If someone shows up, I definitely have crafts they can do. But, no one came yesterday either. So, I'm not holding my breath.



Becca Griffin
Branch Youth Services Librarian

Phone [\(501\) 847 2166 e t 2603](tel:(501)847-2166)

Email: RebeccaG@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 7:40 AM

To: Rebecca Griffin <rebeccag@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Canceling Crafternoon

Sorry to hear that. It is on the October calendar in the magazine so there may be people trickling in during October but cannot guarantee. Francesca, can you delete the event on Communico?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Rebecca Griffin <rebeccag@salinecountylibrary.org>

Sent: Monday, October 3, 2022 3:38:34 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Canceling Crafternoon

Hello! I would like to cancel the teen Crafternoon program on Mondays. We have not had one per on how up Sin e Tamantha heduled it, I an not delete them off the calendar. Can you help?

Thanks so much!



Becca Griffin

Branch Youth Services Librarian

Phone: [\(501\) 847-2166 ext 2603](tel:(501)847-2166)

Email: RebeccaG@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](https://www.google.com/maps/place/201+Prickett+Rd.+Bryant,+AR+72022)



Re: Cancel

Francesca Castro <francescac@salinecountylibrary.org>

Tue 10/4/2022 10:54 AM

To: Mason Newberry masonn@salinecountylibrary.org

Thank you so much

From: Mason Newberry masonn@salinecountylibrary.org

Sent: Tuesday, October 4, 2022 10 54 AM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Re: Cancel

Just sent.



Mason Newberry
Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 10:41 AM

To: Mason Newberry <masonn@salinecountylibrary.org>

Subject: Re: Cancel

A few paragraphs, half a page to one full page should be fine.

From: Mason Newberry <masonn@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 10:41 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Cancel

How long does it need to be?



Mason Newberry
Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Tuesday, October 4, 2022 10:40 AM
To: Mason Newberry <masonn@salinecountylibrary.org>
Subject: Re: Cancel

I do not know anything about that. I was looking at the excel sheet of what was due today. If you don't mind that would be great.

From: Mason Newberry <masonn@salinecountylibrary.org>
Sent: Tuesday, October 4, 2022 10:38 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Cancel

I thought we were doing two in October. I thought Kari was the first part and I was the second part of the month



Mason Newberry
Adult Programmer

Phone: [\(501\) 778 4766 t 1603](tel:(501)778-4766-t1603)
Email: MasonN@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](http://1800-Smithers-Dr-Benton-AR-72015)



From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Tuesday, October 4, 2022 10:36 AM
To: Mason Newberry <masonn@salinecountylibrary.org>
Subject: Re: Cancel

Hey Mason, I could be wrong about this, but are you supposed to send an adult news post to me
Thanks,
Francesca

From: Mason Newberry <masonn@salinecountylibrary.org>
Sent: Tuesday, October 4, 2022 9:10 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Cancel

Thank you!



Mason Newberry

Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 9:09 AM

To: Mason Newberry <masonn@salinecountylibrary.org>

Subject: Re: Cancel

Ok! will do.

From: Mason Newberry <masonn@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 8:46 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Cancel

Hey Fran!

Can you please make a Facebook announcement saying the stand up comedy night is canceled and change the event on the Facebook page to cancel? Thank you!



Mason Newberry

Adult Programmer

Phone [\(501\) 778 4766 t 1603](tel:(501)778-4766)

Email Ma_onN@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Adult news

Francesca Castro <francescac@salinecountylibrary.org>

Tue 10/4/2022 10:34 AM

To: Amanda Garrison AmandaG@salinecountylibrary.org

Just realized I was looking at the wrong list I apologize for that!

From: Amanda Garrison AmandaG@salinecountylibrary.org

Sent: Tuesday, October 4, 2022 10:33 AM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Re: Adult news

I'm not 100% sure what you're talking about. What is Adult News?



Amanda Garrison she | her
Public Services Manager, MLS

Phone: [\(501\) 778-4766 xt 1606](tel:(501)778-4766)

Email: AmandaG@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Tuesday, October 4, 2022 10:30 AM

To: Amanda Garrison <AmandaG@salinecountylibrary.org>

Subject: Adult news

Hi Amanda,

I think you're supposed to have sent me the adult news to post today, or if you already sent it I might have over looked it.

Thanks,

Francesca



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Jordan Sandlin shared "Tween October News Article" with you.

Jordan Sandlin <jordans@salinecountylibrary.org>

Tue 10/4/2022 9:59 AM

To: Francesca Castro francescac@salinecountylibrary.org




Jordan Sandlin shared a file with you

Hi Francesca,

Here's the next Tween News article. Let me know if you need anything else!

 **Tween October News Article**

 1 min to read this.

 This link will work for anyone in Saline County Library.

Open

Re: Saline County Speaks vid

Francesca Castro <francescac@salinecountylibrary.org>

Tue 10/4/2022 9:09 AM

To: Alan Robinette AlanR@salinecountylibrary.org

Wave will only do auto generated closed captions in the business subscription I am not sure if we have that. Other than that I think I will be good to go on Thursday.

Regards,
Francesca

From: Alan Robinette <AlanR@salinecountylibrary.org>**Sent:** Tuesday, October 4, 2022 8:34 AM**To:** Francesca Castro <francescac@salinecountylibrary.org>**Subject:** Saline County Speaks vid

I finished editing the SCS video yesterday and put it on the P drive (Admin/Jordan/Saline County Speaks/Michael Stewart). I edited it using ShotCut, so it has not been uploaded to Wave. So... 2 Q's.

1. Will Wave auto-generate closed captions?
2. Is that all you need in order to broadcast it on Thursday?

Thanks!

- Alan

**Alan Robinette****Community Librarian, MLIS**Phone: [\(501\) 778-4766 xt 1201](tel:(501)778-4766)Email: AlanR@SalineCountyLibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](#)

Fw: Happy #VoteReady birthday to me

Kari Lapp <karil@salinecountylibrary.org>

Tue 9/20/2022 10:25 AM

To: Francesca Castro francescac@salinecountylibrary.org

Can you have a post go out about voter registration day? The info is below and they have a social media toolkit so you don't have to design anything. Please include in the post that we have voter registration forms at both libraries.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Leigh Espey <leighe@salinecountylibrary.org>

Sent: Tuesday, September 20, 2022 10:23 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Fw: Happy #VoteReady birthday to me

Do you think Francesca could a social media post about it being National Voter Registration Day? There is a social media toolkit in this email. I didn't realize when I signed up that the day was this week (because I'm dumb and didn't consult a calendar!!!).

Totally fine if not, but I wanted to send it along just in case. I don't have anything set up for it because I didn't receive any materials, but we do have voter registration forms at both libraries.



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: National Voter Registration Day <info@nationalvoterregistrationday.org>

Sent: Tuesday, September 20, 2022 7:36 AM

To: Leigh Espey <leighe@salinecountylibrary.org>

Subject: Happy #VoteReady birthday to me

Today



TODAY is the day, Leigh!

We know you're off and ready to **get this star-spangled awesome democracy party started right**. So trust us when we say this is gonna be a real quick email with just the last minute essential you'll need

Ready? Here goes.



GET PUMPED

Survey: Starting tomorrow, we'll be ever so gently asking you to [complete the 2022 National Voter Registration Day Survey](#) so we can know just how amazing you did! Save yourself the hassle and take care of it later today or bright and early tomorrow while the victory is still fresh in your head

Social Media: [The Social Media Toolkit](#) is there for your use with graphics and pre-written post galore! Help us flood the zone with that weeat, weeat democracy content by sharing any and all of it with the hashtags **#VoteReady** and/or **#NationalVoterRegistrationDay** AND **tagging us at @NatVoterRegDay**. Also, if you happen to be wearing any of your official National voter Registration Day merchandise, we would LOVE to see pictures!

Talk the Talk: If you or your volunteers could stand a quick refresher on the nuts and bolts of voter registration, our [Talking to Voters guide](#) is a super easy how to resource for all things engaging with voters face to face.

And that's it! That was your **LAST Partner Update** of the National Voter Registration Day 2022 season!

As you hit the streets of your community ready to get America #VoteReady, there's no need for us to tell you to "get out there and make us proud" – because **we're already bursting with pride that we get to call you "Partner" on this special "Decade of Democracy" edition of National Voter Registration Day.**

Go get'em us



Voter registration? I can do this all day.

Thanks,

The National Voter Registration Team

Sent via ActionNetwork.org. To update your email address, change your name or address, or to stop receiving emails from National Voter Registration Day, please [click here](#).

This email was sent from outside the organization.

Re: Trivia night

Mason Newberry <masonn@salinecountylibrary.org>

Mon 9/19/2022 2:33 PM

To: Francesca Castro francescac@salinecountylibrary.org

Thank you!



Mason Newberry
Adult Programmer

Phone [\(501\) 778 4766](tel:(501)778-4766) t 1603

Email Ma_onN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Monday, September 19, 2022 2 32 PM

To: Mason Newberry masonn@salinecountylibrary.org

Subject: Re Trivia night

hi, Yes I can post this today!

From: Mason Newberry <masonn@salinecountylibrary.org>

Sent: Monday, September 19, 2022 1:34 PM

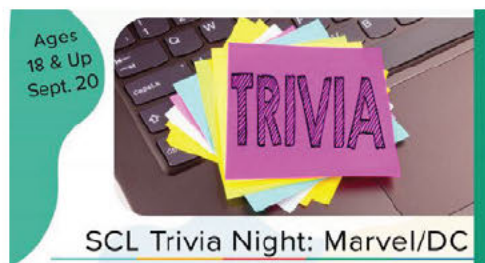
To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Trivia night

Hey Francesca!

Can we do a post either today or tomorrow on Facebook about the Marvel/DC trivia night at U S Pizza? It is in-person and here is the calander link. I asked Kari about it and she wanted me to ask you!

<https://saline.libnet.info/event/6986720>



SCI Trivia- Marvel/DC

The Saline County Library is hosting a Marvel/DC trivia night at U.S. Pizza.

saline.libnet.info



Mason Newberry
Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: trivia

Mason Newberry <masonn@salinecountylibrary.org>

Mon 9/19/2022 2:33 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Thank you!



Mason Newberry

Adult Programmer

Phone [\(501\) 778 4766](tel:(501)778-4766) t 1603

Email Ma_onN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp karil@salinecountylibrary.org

Sent: Monday, September 19, 2022 2 12 PM

To: Francesca Castro francescac@salinecountylibrary.org ; Mason Newberry masonn@salinecountylibrary.org

Subject: trivia

I posted on our facebook page about the trivia tomorrow. Francesca, do you think you can take my FB post and put it on instagram as well?



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1350

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



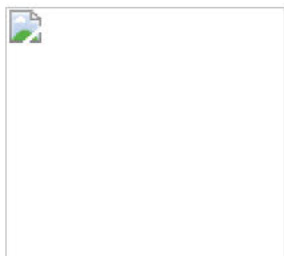
Re: Board Packet

Heather Phipps <heatherp@salinecountylibrary.org>

Mon 9/19/2022 1:56 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Thank you!



Heather Phipps, PHR
Human Resources Manager

Phone [\(501\) 778 4766 xt 1093](tel:(501)778-4766-xt-1093)

Email HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp karil@salinecountylibrary.org

Sent: Monday, September 19, 2022 1 55 PM

To: Heather Phipps heatherp@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Re Board Packet

I have corrected this.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766-xt-1350)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Heather Phipps <heatherp@salinecountylibrary.org>

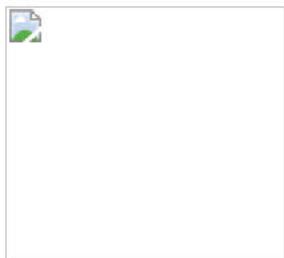
Sent: Monday, September 19, 2022 1:51 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Board Packet

Good Afternoon,

I went to the website to print off the packet and the 9/19 one is the one from July. Just FYI



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)
Email: HeatherP@SalineCountyLibrary.org
Address: [1800 Smither Dr Benton, AR 72015](#)

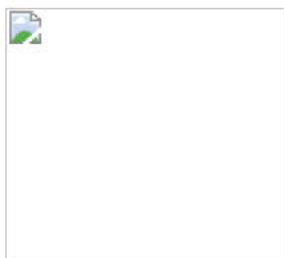


From: Heather Phipps <heatherp@salinecountylibrary.org>
Sent: Thursday, September 15, 2022 4:04 PM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Board Packet

Hello!

Can you please post on the website.

Thank you!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)
Email: HeatherP@SalineCountyLibrary.org
Address: [1800 Smithers Dr Benton, AR 72015](#)



From: Patty Hector <pattyh@salinecountylibrary.org>
Sent: Thursday, September 15, 2022 3:59 PM
To: Heather Phipps <heatherp@salinecountylibrary.org>
Subject: Re: Board Packet

Looks good!

From: Heather Phipps <heatherp@salinecountylibrary.org>
Sent: Thursday, September 15, 2022 3:33 PM
To: Patty Hector <pattyh@salinecountylibrary.org>
Subject: Board Packet

Please see attached



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Stand Up Comedy

Mason Newberry <masonn@salinecountylibrary.org>

Mon 9/19/2022 1:35 PM

To: Francesca Castro francescac@salinecountylibrary.org

The winners will be chosen by the audience and there does not need to be any special skills involed They just need to be funny and keep it PG-13. The prize will be a gift card to Murray's Dinner Playhouse!



Mason Newberry
Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, September 19, 2022 10:12 AM

To: Mason Newberry <masonn@salinecountylibrary.org>

Subject: Re: Stand-Up Comedy

How will the winner be chosen, what is the prize (is there a prize), and what kinds of skills?

From: Mason Newberry <masonn@salinecountylibrary.org>

Sent: Monday, September 19, 2022 9:58 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Stand-Up Comedy

" Last year we had such a huge turnout, and everyone had a great time We had quite a few comedians whom the audience really enjoyed and we hope for a great turnout this time as well. With all the happenings in the world right now, we all need to a good laugh"



Mason Newberry
Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Francesca Castro <francescac@salinecountylibrary.org>
Sent: Monday, September 19, 2022 9:38 AM
To: Mason Newberry <masonn@salinecountylibrary.org>
Subject: Stand-Up Comedy

Good Morning Mason,
I am needing a quote about last year's event for the press release.
Thanks!



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778 4766 xt 1338](tel:(501)778-4766-xt1338)
Email: FrancescaC@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: Action required: We couldn't charge your credit card for your Buffer account

Francesca Castro <francescac@salinecountylibrary.org>

Mon 9/19/2022 11:55 AM

To: Kari Lapp karil@salinecountylibrary.org

We could probably benefit from using buffer for TikTok, so we can post them when it is recommended

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Monday, September 19, 2022 11:51 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Fw: Action required: We couldn't charge your credit card for your Buffer account

Do you think we should add Tik Tok to our Buffer account? Or do you prefer to schedule posts from tik tok? I personally like to use one platform for all but that will be something you handle more than me.



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Åsa from Buffer <hello@buffermail.com>

Sent: Monday, September 19, 2022 11:45 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Action required: We couldn't charge your credit card for your Buffer account



Hello there,

We're having some slight trouble processing the payment for your Buffer subscription. It looks like your card number is incorrect.

Most of the time, updating your credit card details should do the trick!

[Update my credit card details](#)

If your card details look correct, this failure is most likely a glitch on our end. Please put your feet up and relax, and we'll simply go ahead and try again on September 26, 2022!

If you need help resolving this issue, please feel free to reach out.

In the meantime, have a great day!

Cheers,



Asa

VP of Customer Advocacy

[Help Center](#) | [Blog](#) | [Community](#) | [Log in](#)

Sent by the team at Buffer
2443 Fillmore St #380-7163 San Francisco, CA 94115 USA

This email was sent from outside the organization.

Re: can you print this for me?

Dana Bloch <danab@salinecountylibrary.org>

Mon 9/19/2022 11:28 AM

To: Francesca Castro francescac@salinecountylibrary.org

could it be like 3 feet long? and then whatever tall that makes it? Sorry I'm the worst

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, September 19, 2022 9:47 AM

To: Dana Bloch <danab@salinecountylibrary.org>

Subject: Re: can you print this for me?

Hi, What size for the poster?


Thanks

From: Dana Bloch danab@salinecountylibrary.org

Sent: Monday, September 19, 2022 9 45 AM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: can you print this for me?

Hi, Francesca! Can you print this banner for me on the poster printer? Thanks!  [fresh organic fruit.png](#)



Dana Bloch
Youth Services Programmer

Phone: [\(501\) 778-4766 xt 1388](tel:(501)778-4766)

Email:

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Reply

Forward



link

Mason Newberry <masonn@salinecountylibrary.org>

Mon 9/19/2022 10:01 AM

To: Francesca Castro francescac@salinecountylibrary.org

Hey Francesca!

Here is the link to post at 11:55 on Wednesday!

<https://uams.zoom.us/j/98776724395?pwd=WUxJajF2MGo5aW1BdHVET2E1WVg1QT09>



Mason Newberry

Adult Programmer

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1603

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Re: Library Marketing website

Kari Lapp <karil@salinecountylibrary.org>

Mon 9/19/2022 9:43 AM

To: Francesca Castro francescac@salinecountylibrary.org

You are doing great! Also, when you get a chance, can you send me the times you have booked for any patron testimonials and any that we have not replied to yet?

Thank you,



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, September 19, 2022 9:42 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Re: Library Marketing website

I'll take all the constructive criticism!

From: Kari Lapp karil@salinecountylibrary.org

Sent: Monday, September 19, 2022 9:40 AM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Re: Library Marketing website

If you want to talk about the press release, that is ok. I know I left a lot of red on the page.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Monday, September 19, 2022 9:39 AM

To: Kari Lapp <karil@salinecountylibrary.org>
Subject: Re: Library Marketing website

ok, ill look at it after correcting this press release.

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Monday, September 19, 2022 9:01 AM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Library Marketing website

This is a really good site to get ideas
from: <https://superlibrarymarketing.com/2022/09/12/passportprogram/>



Passport to Success: How One Intrepid Library Marketer Hatched a Plan To Bring People Back to the Library

Photo courtesy Cincinnati and Hamilton County Public Library There s nothing wrong with tooting your own horn. A few months ago, I received an email from a library marketer nominating her lib...

superlibrarymarketing.com



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)

Re: TikTok Post Idea

Dana Bloch <danab@salinecountylibrary.org>

Sat 9/17/2022 8:43 AM

To: Francesca Castro francescac@salinecountylibrary.org

YS will participate! At least some of us

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Friday, September 16, 2022 9:25 AM

To: Kari Lapp <karil@salinecountylibrary.org>; allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Re: TikTok Post Idea

Hi friends! Is anyone available and willing to let me film them for TikTok?

Thanks,

Francesca

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Tuesday, September 13, 2022 4:13 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Subject: Fw: TikTok Post Idea

Francesca has a GREAT Tik Tok idea for us! We are trying to build up our Tik Tok library so we can do a big launch in October. Please see below and let her know if you want to be apart of it. I think it will be so much fun.

Hi Everyone, If we have not met yet I am Francesca, your new marketing coordinator I am SO happy to be working with you all.

If you have not heard yet. I have created an SCL TikTok account @salinecountylibrary (make sure you give us a follow to build up our following list).

I have an idea for a TikTok, but I need help from all of the different departments!!

My vision is to create a TikTok theme "what people think working at the library is like versus what it is really like "

I would like you all to send two clips (if possible.) The first clip would be you at your desk doing something that looks boring, then the next clip would be you doing something that looks super fun and goofy.

You can email me your clips.

I would like to post the video by the end of the month!

p s if you have any TikTok ideas or want to volunteer to be in future TikTok videos let me know!

Re: Workflow

Julie Syler <julies@salinecountylibrary.org>

Fri 9/16/2022 1:11 PM

To: Francesca Castro francescac@salinecountylibrary.org

Close Workflows and log in one more time you weren't set with a library staff profile

Julie Syler
Systems Administrator
Saline County Library

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Friday, September 16, 2022 1:10 PM

To: Julie Syler <julies@salinecountylibrary.org>

Subject: Re: Workflow

yes!

From: Julie Syler julies@salinecountylibrary.org

Sent: Friday, September 16, 2022 1:08 PM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Re: Workflow

Hi Francesca!

Are you logging into Workflows as you (24766005968563)? You would log in with your PIN (your birth year)

Julie Syler
Systems Administrator
Saline County Library

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Friday, September 16, 2022 1:04 PM

To: Julie Syler <julies@salinecountylibrary.org>

Subject: Workflow

hello, I am trying to get into work flow and the override password is not working for me.
Thanks,
Francesca



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Re: Shadow Employees

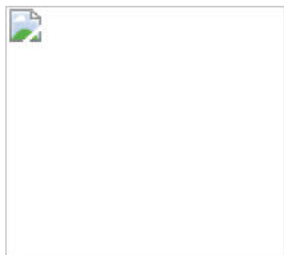
Heather Phipps <heatherp@salinecountylibrary.org>

Fri 9/16/2022 1:07 PM

To: Francesca Castro francescac@salinecountylibrary.org

Hey! Yes Kari asked me to get that ready. I will have it sent out this afternoon.

Thanks!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Friday, September 16, 2022 12:42 PM

To: Heather Phipps <heatherp@salinecountylibrary.org>

Subject: Shadow Employees

Hi, I need to know when I will be able to job shadow the employees. Since the magazine, I have more opeings

Thanks



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



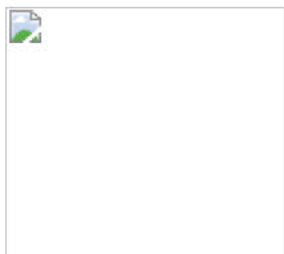
Re: Website Updates

Heather Phipps <heatherp@salinecountylibrary.org>

Fri 9/16/2022 9:01 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

I saw that she had added herself before I sent



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Friday, September 16, 2022 8:59 AM

To: Heather Phipps <heatherp@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Website Updates

Also need to be added if not done so already:

Francesca Castro



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Heather Phipps <heatherp@salinecountylibrary.org>

Sent: Friday, September 16, 2022 8:55 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Cc: Kari Lapp <karil@salinecountylibrary.org>

Subject: Website Updates

Ok here are the corrections I see

People who need to be removed:



People who need to be Added:

Hannah - Branch Shelver

People who need title changes:

Haley - Library Assistant: Marketing Assistant

E'Yanne - Library Assistant

Thanks!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Fw: Your timesheet will be sent for approval soon

Kari Lapp <karil@salinecountylibrary.org>

Fri 9/16/2022 8:04 AM

To: Francesca Castro francescac@salinecountylibrary.org

Dont forget to complete your time heet today



Kari Lapp
Community Engagement Manager

Phone (501) 778 4766 xt 1350

Email: KariL@SalineCountyLibrary.org

Address: 1800 Smithers Dr. Benton, AR 72015

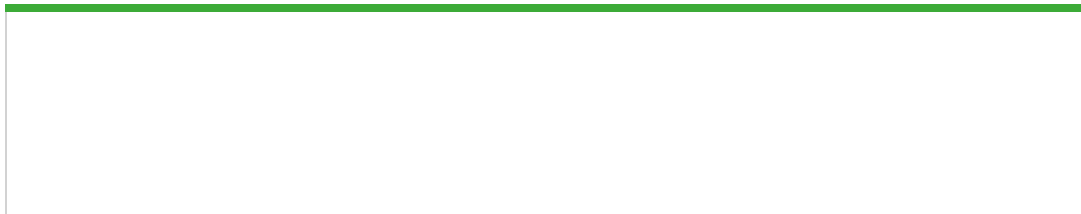


From: notifications@app bamboohr com notifications@app bamboohr com on behalf of BambooHR <notifications@app.bamboohr.com>

Sent: Friday, September 16, 2022 8:02 AM

To: Kari Lapp <karil@salinecountylibrary.org>

Subject: Your timesheet will be sent for approval soon



Your timesheet will be sent for approval soon

It will be auto-submitted on Saturday, September 17

Hi Kari,

Just a heads up that your timesheet will be automatically submitted for approval on **Saturday, September 17** at the end of the day (11:59 PM). Please make sure your timesheet is accurate and in tip-top shape before it is auto-submitted. Thanks!

[Go to My Timesheet](#)

bamboohR

This email was sent from outside the organization.

Re: Stats

Francesca Castro <francescac@salinecountylibrary.org>

Thu 9/15/2022 3:49 PM

To: Grant McKee grantm@salinecountylibrary.org

That is all for now, I believe
Thanks!

From: Grant McKee <grantm@salinecountylibrary.org>
Sent: Thursday, September 15, 2022 3:46 PM
To: Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: Stats

East End Lockers:
July- 14 items August- 4 items

Interlibrary Loan:
July- 8 items borrowed; 11 items lent
August- 3 items borrowed; 7 items lent

Is this all you need?

From: Francesca Castro francescac@salinecountylibrary.org
Sent: Thursday, September 15, 2022 3 18 PM
To: Grant McKee grantm@salinecountylibrary.org
Subject: Stats

Hi Grant,
I need the interlibrary loans stats please!



Francesca Castro
Marketing Coordinator

Phone [\(501\) 778 4766 xt 1338](tel:(501)778-4766-xt1338)
Email: FrancescaC@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Re: Stats

Kari Lapp <karil@salinecountylibrary.org>

Thu 9/15/2022 3:28 PM

To: Amanda Garrison AmandaG@salinecountylibrary.org ; Rob Walton Robw@salinecountylibrary.org

Cc: Francesca Castro <francescac@salinecountylibrary.org>

Thank you! Sorry we overlooked that.

**Kari Lapp****Community Engagement Manager**Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766-xt1350)Email KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)**From:** Amanda Garrison AmandaG@salinecountylibrary.org**Sent:** Thursday, September 15, 2022 3 21 PM**To:** Kari Lapp karil@salinecountylibrary.org ; Rob Walton Robw@salinecountylibrary.org**Cc:** Francesca Castro francescac@salinecountylibrary.org**Subject:** Re Stats

You can see computer lab usage in my stats on the pdrive in the Statistics folder Patty wants us to start using again. They're also in the email I sent for the board report.

Amanda Garrison

Public Service Manager

1800 Smithers Drive Benton, AR 72015

[501-778-4766 ext. 1606](tel:501-778-4766-ext.1606)**From:** Kari Lapp <karil@salinecountylibrary.org>**Sent:** Thursday, September 15, 2022 3:18:47 PM**To:** Amanda Garrison <AmandaG@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>**Cc:** Francesca Castro <francescac@salinecountylibrary.org>**Subject:** Stats

Do either of you have our stat for computer lab usage July 1 Aug 31?

Thank you,



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Re: Wufoo Form

Leigh Espey <leighe@salinecountylibrary.org>

Wed 9/21/2022 3:20 PM

To: Francesca Castro francescac@salinecountylibrary.org

Hey Francesca!

Here is my feedback on the form:

- I would capitalize "Form" in the title
- For the news source option, I would change the question format to this:
 - "From which news source did you hear about this program?"

Let me know if you have any questions.



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, September 21, 2022 9:16 AM

To: Leigh Espey <leighe@salinecountylibrary.org>

Subject: Wufoo Form



[Computer Class Interest form](#)

Thank you for your interest. Please fill out this form, so we can update you about times, dates, and locations.

salinecountylibrary.wufoo.com

Will you proof this form? Click on the different answers.

Thanks,
Francesca



Francesca Castro
Marketing Coordinator

Phone: [\(501\) 778-4766 xt 1338](tel:(501)778-4766)

Email: FrancescaC@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



[About Me](#)

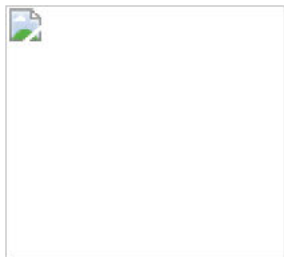
Re: Julie Shadow

Heather Phipps <heatherp@salinecountylibrary.org>

Wed 9/21/2022 12:52 PM

To: Francesca Castro francescac@salinecountylibrary.org

No, she will be here before the Managers' Meeting. I will send a calendar invite so she won't forget



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email: HeatherP@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Wednesday, September 21, 2022 12:26 PM

To: Heather Phipps <heatherp@salinecountylibrary.org>

Subject: Re: Julie Shadow

Sounds good Would I need to directly go to Bryant that morning?

From: Heather Phipps <heatherp@salinecountylibrary.org>

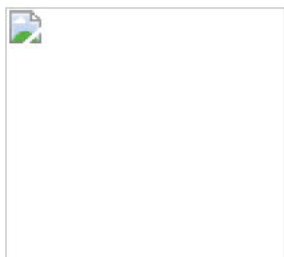
Sent: Wednesday, September 21, 2022 10:47 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Cc: Kari Lapp <karil@salinecountylibrary.org>

Subject: Julie Shadow

Julie needs to reschedule the shadow. Can you meet with her next Tuesday 8:30 AM?



Heather Phipps, PHR
Human Resources Manager

Phone [\(501\) 778-4766 xt 1093](tel:(501)778-4766)

Email HeatherP@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: Wowbrary Sponsorship Anniversary

Kari Lapp <karil@salinecountylibrary.org>

Wed 9/21/2022 11:37 AM

To: Leigh Espey <leighe@salinecountylibrary.org>; Rachel Wallace <rachelw@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>

Thanks everyone. And yes to Francesca being added.



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)**From:** Leigh Espey <leighe@salinecountylibrary.org>**Sent:** Wednesday, September 21, 2022 10:40 AM

To: Rachel Wallace <rachelw@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>**Subject:** Re: Wowbrary Sponsorship Anniversary

Thank you, Julie! That was much faster than sifting through my emails!

And thank you, Rachel, for replying to Jeff!



Leigh Espey

Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)Email: LeighE@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)**From:** Rachel Wallace <rachelw@salinecountylibrary.org>**Sent:** Wednesday, September 21, 2022 10:38 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Rebecca Kidder

<rebeccak@salinecountylibrary.org>

Cc: Francesca Castro <francescac@salinecountylibrary.org>

Subject: Re: Wowbrary Sponsorship Anniversary

I'll let him know to get you added and have Jordan removed. Do you want Francesca to be added?



Rachel Wallace
Assistant Branch Manager

Phone: [\(501\) 847-2166 Ext. 1118](tel:(501)847-2166)
Email: RachelW@SalineCountyLibrary.org
Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Wednesday, September 21, 2022 10:11 AM
To: Leigh Espey <leighe@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Rachel Wallace <rachelw@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>
Subject: Re: Wowbrary Sponsorship Anniversary

I use it all the time but can we get stats? We can also utilize it more than its currently being used, I think. Just hard to do that when we have so many things that can be utilized more. I would like to make a list of all of the resources we can do better with and make specific game plans.

Can I also be added to the email list?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)

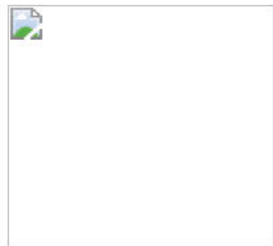


From: Leigh Espey <leighe@salinecountylibrary.org>
Sent: Wednesday, September 21, 2022 9:43 AM
To: Patty Hector <pattyh@salinecountylibrary.org>; Rachel Wallace <rachelw@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Kari Lapp

<karil@salinecountylibrary.org>

Subject: Re: Wowbrary Sponsorship Anniversary

I think we should. And we need to be sure and have him update the email contacts to include Francesca.



Leigh Espey

Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Patty Hector <pattyh@salinecountylibrary.org>

Sent: Wednesday, September 21, 2022 9:42 AM

To: Rachel Wallace <rachelw@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Re: Wowbrary Sponsorship Anniversary

It's in the budget.

From: Rachel Wallace <rachelw@salinecountylibrary.org>

Sent: Wednesday, September 21, 2022 9:35 AM

To: Patty Hector <pattyh@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

Subject: Re: Wowbrary Sponsorship Anniversary

Would we like to renew?



Rachel Wallace

Assistant Branch Manager

Phone: [\(501\) 847-2166 Ext. 1118](tel:(501)847-2166)

Email: RachelW@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



From: Jeff Levinsky <jeff@wowbrary.org>

Sent: Monday, September 19, 2022 1:56 PM

To: Rachel Wallace <rachelw@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Jordan Reynolds <jordanr@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>

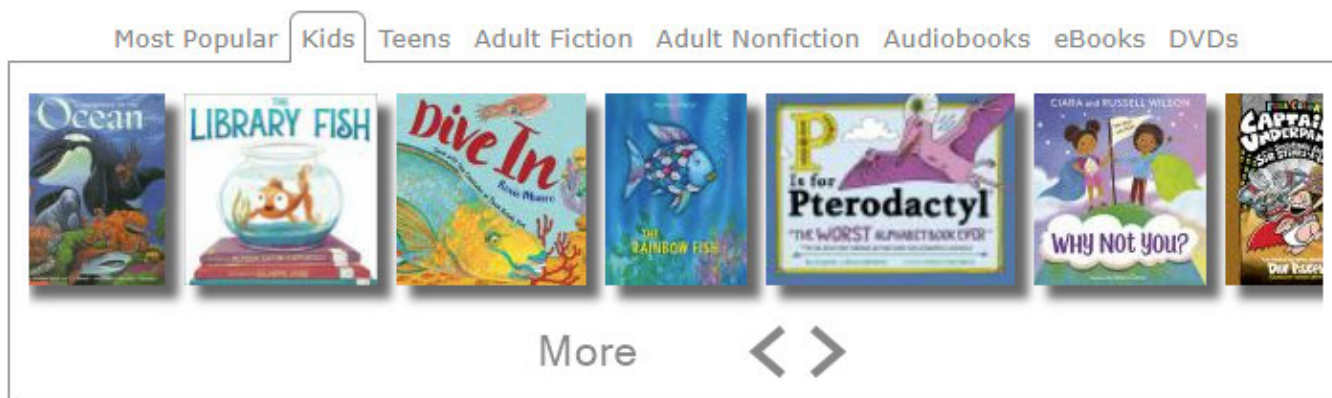
Subject: Wowbrary Sponsorship Anniversary

Dear Rachel, Patty, Julie, Leigh, Jordan, and Rebecca:

We hope you're doing well. October 18 is the anniversary of your Wowbrary sponsorship and we would like to know if your library wishes to continue using Wowbrary for another year.

More and more library patrons are using Wowbrary to benefit from their library's offerings. We've also been busy adding new features that libraries suggest, including:

- Tabbed widgets that let users choose to see different genres in the same spot on your website, as this example shows:



- Online Wowbrary newsletters in over 100 languages, including Spanish, Chinese, and Russian
- Genre-specific Reader Favorites lists featuring highly-rated items you've acquired over the last year
- Automatic, customizable notices in newsletters promoting your new OverDrive and CloudLibrary emagazines, plus widgets that show new OverDrive issues
- Support for Facebook postings for specific categories of items, such as for just new children's books
- Printable lists of new items to give to patrons with covers and categorized lists that you can format
- Automatic Instagram postings that you can schedule and customize to feature your new items
- Experimental Staff Recommendation lists that you can also display in widgets
- Special support for OverDrive ebooks and eaudiobooks and Freading ebooks to show more digital items during library closures
- Pre-written notices that promote your online resources to patrons and provide links
- A fast way to ensure specific items appear in your newsletter's Top Choices and to keep other items out of the Top Choices or the newsletters altogether
- Banners with animation and panel-switching that let you publicize more events and services
- Vacation holds so subscribers can suspend receiving newsletters until they return
- Animated widgets to show patrons new items that now resize to match different types of web page layouts
- Blended new item lists that also let you create more customized widgets
- Alternative genre menu look that you can customize with your library colors
- Subscriber management, including resending newsletters, address changes, and cancellations
- Automatic weekly Facebook posts and Twitter tweets with optional animations or graphics that post when you want to summarize your acquisitions, schedulable for optimal impact
- Personally-customized newsletters so patrons can quickly see what's new in their favorite genres
- Author alerts that patrons can add to their newsletters

- Web-site newsletter pages that adjust automatically to smart phone screens
- Usage reports in Excel format and also grouped by day, week, or month
- Previews and reminders to make it easier to track which news items and reviews will be in your next Wowbrary newsletter
- New looks for the web page widgets that feature your new titles, including mobile-style buttons, multiple shelves, and different styles of animation
- Automatic weekly pins onto your Pinterest boards to show off your new titles and link to more
- Graphics you can use to inform patrons about Wowbrary
- Color customization for your newsletters and Wowbrary web pages to match your library's look
- Custom menus you can add to your newsletters and Wowbrary web pages to direct patrons to library resources
- Integration with popular library mobile apps
- Several quick ways to subscribe individual patrons to your Wowbrary newsletter, such as when processing library card application forms; these new subscribers receive a customized welcome message you create
- A simple way to sign up and track entire batches of email addresses to your Wowbrary newsletters
- A one-click method shortcut so patrons can return to reviewing new items in Wowbrary after going through several screens in the OPAC to place a hold

We also offer free assistance with suppressing or deferring new titles that you don't want featured in Wowbrary, such as items purchased to stock a new branch.

We hope you would like to continue your sponsorship for another year. Our non-profit's policy is to never increase sponsorship rates, so yours will remain \$880 a year, which is not a penny more than when you began using Wowbrary five years ago. We will also apply your Amazon commission earnings towards that, although as of today you haven't earned any yet during this current sponsorship year.

If you opt to renew, we will email you an invoice about two weeks after your sponsorship anniversary date so that it can include the full amount of any Amazon commissions. You'll have more than 30 days from then for payment.

Please let us know if you would like to renew your sponsorship for another year.

Thanks very much,

Jeff Levinsky (he/him/his)
Wowbrary
(650) 328-1954

This email was sent from outside the organization.

Fwd: You are invited: Saline County Library Awards Ceremony

Kari Lapp <karil@salinecountylibrary.org>

Tue 9/20/2022 9:06 PM

To: Francesca Castro francescac@salinecountylibrary.org

1 attachments (6 KB)

Outlook wa4j0zlk.png

Let's send mysaline.com the press release for the awards.



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766](tel:(501)7784766) t 1350

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Shelli Poole arkansasshelli@gmail.com

Sent: Tuesday, September 20, 2022 6:29:28 PM

To: Kari Lapp karil@salinecountylibrary.org

Subject: Re: You are invited Saline County Library Awards Ceremony

I don't think I have received that. Send it on!

Shelli Poole, Founder of MySaline.com

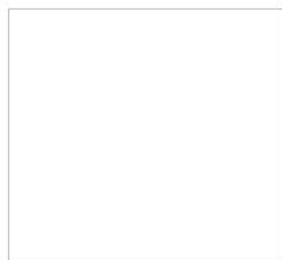
Te t 501 303 4010

PO Bo 307 Bryant Ar 72089

Find us on Facebook, Instagram, Twitter, LinkedIn, YouTube & TikTok!

On Tue, Sep 20, 2022, 6:28 PM Kari Lapp karil@salinecountylibrary.org wrote:

Have you gotten a press release yet? We are ready to send that out.



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766](tel:(501)7784766) xt 1350

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)







From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Friday, September 16, 2022 9:07 AM
To: Shelli Poole <arkansasshelli@gmail.com>
Subject: Re: You are invited: Saline County Library Awards Ceremony

We are gonna wait until the end of next week to push it to the public. We want to make sure we have enough room for the invited guests since we can only fit about 200 people.



Kari Lapp
Community Engagement Manager

Phone [\(501\) 778 4766 t 1350](tel:(501)778-4766-t1350)
 Email KariL@SalineCountyLibrary.org
 Address: [1800 Smithers Dr. Benton, AR 72015](#)

From: Shelli Poole     arkansasshelli@gmail.com
Sent: Friday, September 16, 2022 9 04 11 AM
To: Kari Lapp karil@salinecountylibrary.org
Subject: Re You are invited Saline County Library Awards Ceremony

I did the rsvp. Is this invite only? Do you want me to publish an article about it? Publish and leave out the rsvp link?



Shelli Poole, Founder of MySaline.com
News & Events for Saline County since 2007
 P.O. Box 307 Bryant AR 72089 • 501-303-4010
arkansasshelli@gmail.com • [facebook](#) • [instagram](#) • [twitter](#)

On Fri, Sep 16, 2022 at 8:47 AM Kari Lapp <karil@salinecountylibrary.org> wrote:
 You are cordially invited to the first-ever Saline County Library Awards Ceremony.

The Saline County Library is excited to announce the first Saline County Library Awards Ceremony to be held on Thursday, September 29th from 6:00 PM -8:00 PM, at the Saline County Career Technical Campus. We have accomplished so much over the last five years, and we would like to recognize those who have helped us along the way including staff, community partners, and our beloved patrons.

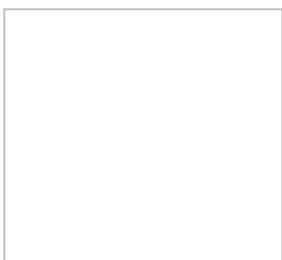
Awards presented will include Patron of the Year, Volunteer of the Year, Supporter of the Year, Community Impact Award, Going Above and Beyond, Social Contributor, Outstanding Service, and Distinguished Partners

If you would like to help us celebrate, please [RSVP by completing this form](#) Dress is business casual. The doors will open at 5:30 PM, and guests are invited to enjoy light refreshments and appetizers The ceremony will begin at 6 30 PM

Limited Table Sponsorships are available for \$50. Table Sponsorship includes: logo on table, logo on program, four spots reserved at table, social media recognition, and recognition at the event.

The Saline County Career Technical Campus is located at 13600 I-30, Benton, AR 72015.

We hope that you will be able to join us for this celebration and thank you for all you have done to help our library grow and support our community.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



This email was sent from outside the organization.

This email was sent from outside the organization.

Re: Branch Youth Services Programmer

Heather Phipps <heatherp@salinecountylibrary.org>

Tue 9/20/2022 4:30 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Please see corrections

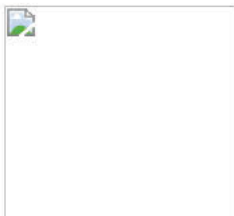


Branch Youth Services Programmer - Teens

The Youth Services Programmer - Teen is responsible for all aspects of special and recurring teen's programs, outreach, assisting patrons, and providing reader's advisory.

Qualifications

sclibrary.bamboohr.com



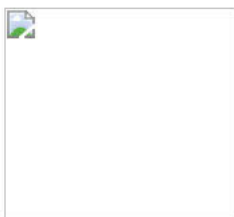
Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)
Email: HeatherP@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Heather Phipps <heatherp@salinecountylibrary.org>
Sent: Tuesday, September 20, 2022 4:24 PM
To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>
Subject: Re: Branch Youth Services Programmer

Making some edits to reflect Bryant and not Benton. I will re-post shortly



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)
Email: HeatherP@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Heather Phipps <heatherp@salinecountylibrary.org>
Sent: Tuesday, September 20, 2022 3:55 PM
To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>
Subject: Branch Youth Services Programmer

We have decided to close the Branch Youth Services Librarian position and open it as a Branch Youth Services Programmer. If you are interested in applying, please carefully read over the job description and speak to your supervisor. You must use an updated resume to apply on Bamboo. We are posting both internal and external.

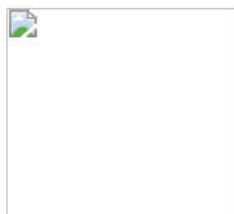
<https://sclibrary.bamboohr.com/jobs/view.php?id=81>



Branch - Youth Services Programmer

The Youth Services Programmer is responsible for all aspects of special and recurring children's programs, outreach, assisting patrons, and providing reader's advisory. Qualifications

sclibrary.bamboohr.com



Heather Phipps, PHR Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)
Email: HeatherP@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Library of things sign

Kari Lapp <karil@salinecountylibrary.org>

Tue 9/13/2022 4:04 PM

To: Rachel Wallace <rachelw@salinecountylibrary.org>; Savannah Stone <savannahs@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Cc: Rebecca Kidder <rebeccak@salinecountylibrary.org>

 1 attachments (117 KB)

Marketing Request Form FILLABLE.pdf;

I know we already talked about this but my email is getting buried. Do you think you guys could use the Marketing Request form?

**Kari Lapp****Community Engagement Manager**Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)**From:** Rachel Wallace <rachelw@salinecountylibrary.org>**Sent:** Tuesday, September 13, 2022 10:22 AM**To:** Kari Lapp <karil@salinecountylibrary.org>; Savannah Stone <savannahs@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Cc:** Rebecca Kidder <rebeccak@salinecountylibrary.org>**Subject:** Re: Library of things sign

Right above the shelf, where we keep our library of things, we have a low beam. We could use command hooks to hang the sign. We have done that before in the children's area.

 Logo**Rachel Wallace****Assistant Branch Manager**Phone: [\(501\) 847-2166 Ext. 1118](tel:(501)847-2166)Email: RachelW@SalineCountyLibrary.orgAddress: [201 Prickett Rd Bryant, AR 72022](#)

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Monday, September 12, 2022 8:29 PM
To: Savannah Stone <savannahs@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Cc: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Rachel Wallace <rachelw@salinecountylibrary.org>
Subject: Re: Library of things sign

eah. What size do you need? The signs here are totally temporary. But we can still make one for you guys. Do you want it on the posterboard as well? The only thing about signs over here verses signs at Bryant is we hang them from the ceiling. You guys don't have that luxury from what I remember so it will probably need to be printed and then stuck on the wall with command strips. Thoughts?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



From: Savannah Stone <savannahs@salinecountylibrary.org>
Sent: Monday, September 12, 2022 4:48 PM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Cc: Rebecca Kidder <rebeccak@salinecountylibrary.org>; Rachel Wallace <rachelw@salinecountylibrary.org>
Subject: Library of things sign

Hey Kari and Francesca,

We are working on getting the word out for patrons to utilize the Library of Things, is it possible to get a sign to hang over the area like the sign they have at the Benton location?

thank you!
Savannah

Re: Read to a fuzzy Friend

Francesca Castro <francescac@salinecountylibrary.org>

Tue 9/13/2022 3:35 PM

To: Kari Lapp karil@salinecountylibrary.org

ok He just left right before I sent

From: Kari Lapp karil@salinecountylibrary.org**Sent:** Tuesday, September 13, 2022 3 31 PM**To:** Francesca Castro francescac@salinecountylibrary.org**Subject:** Re Read to a fuzzy Friend

Send it to Brad and see if he is ok with it.

**Kari Lapp****Community Engagement Manager**Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766-xt1350)Email KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)[About Me](#)

From: Francesca Castro francescac@salinecountylibrary.org**Sent:** Tuesday, September 13, 2022 2 06 PM**To:** Kari Lapp karil@salinecountylibrary.org**Subject:** Read to a fuzzy Friend

Re: PS Stats!

Amanda Garrison <AmandaG@salinecountylibrary.org>

Tue 9/13/2022 8:56 AM

To: Francesca Castro francescac@salinecountylibrary.org

You're welcome!



Amanda Garrison she | her
Public Services Manager, MLS

Phone: [:\(501\) 778-4766 xt 1606](tel:(501)778-4766)

Email: AmandaG@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Tuesday, September 13, 2022 8:54 AM

To: Amanda Garrison <AmandaG@salinecountylibrary.org>

Subject: Re: PS Stats!

Thank you so much!!!

From: Amanda Garrison <AmandaG@salinecountylibrary.org>

Sent: Tuesday, September 13, 2022 8:53 AM

To: Francesca Castro <francescac@salinecountylibrary.org>

Subject: PS Stats!

Door count July: 13102, average 524

Door count August: 11598, average 430

Reference Questions July: 188 purely reference

Digital Questions: 112

General Questions: 696

Reference Questions: 188

Technology Questions: 310

Questions total: 1306

Reference Questions August: 159 purely reference

Digital Questions: 88

General Questions: 806

Reference Questions: 159

Technology Questions: 270

Questions total: 1323



Amanda Garrison she | her
Public Services Manager, MLS

Phone: [\(501\) 778-4766 xt 1606](tel:(501)778-4766)

Email: AmandaG@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Re: July and August

Julie Syler <julies@salinecountylibrary.org>

Tue 9/13/2022 8:48 AM

To: Francesca Castro francescac@salinecountylibrary.org

No, I mean, like do you need the total number of books checked out?

Julie Syler
Systems Administrator
Saline County Library

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Tuesday, September 13, 2022 8:48:11 AM

To: Julie Syler <julies@salinecountylibrary.org>

Subject: Re: July and August

How many people have a library card, Library visitors, adult programming attendance, and youth programming attendance

From: Julie Syler julies@salinecountylibrary.org

Sent: Tuesday, September 13, 2022 8:46 AM

To: Francesca Castro francescac@salinecountylibrary.org

Subject: Re: July and August

Yes indeed! Can you remind me of which specific materials categories you need?

Julie Syler
Systems Administrator
Saline County Library

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Tuesday, September 13, 2022 8:44:57 AM

To: Leigh Espey <leighe@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Subject: July and August

Hello, I need the stats from July and August

Thanks,
Francesca Castro
Marketing Coordinator

Re: Wendy Christy shared the folder "Bees" with you.

Francesca Castro <francescac@salinecountylibrary.org>

Mon 9/12/2022 3:32 PM

To: Wendy Christy wendyc@salinecountylibrary.org

Looks like a lot of fun Thanks for sharing!

Francesca Castro

From: Wendy Christy <wendyc@salinecountylibrary.org>

Sent: Monday, September 12, 2022 3:29 PM

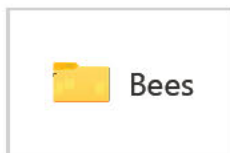
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>


Subject: Wendy Christy shared the folder "Bees" with you.



Wendy Christy shared a folder with you

I took some pictures and video of the honey extraction on Saturday if you want to use them for anything.



 This link will work for anyone in Saline County Library

Open

Board Report Stats Bryant

Rebecca Kidder <rebeccak@salinecountylibrary.org>

Mon 9/12/2022 11:15 AM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Cc: Rachel Wallace <rachelw@salinecountylibrary.org>

Passports

July

New 45

Renewals 9

August

New 41

Renewals 6

Door Count

July 5381

August 4425

Reference Questions

July 3102

August 2249

Get [Outlook for iOS](#)

Re: Inklings Writer's Group

Leigh Espey <leighe@salinecountylibrary.org>

Mon 9/12/2022 11:00 AM

To: Susie Sward SusieS@salinecountylibrary.org

Cc: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Thank you!

**Leigh Espey**
Library ManagerPhone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)Email: LeighE@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)

From: Susie Sward <SusieS@salinecountylibrary.org>**Sent:** Monday, September 12, 2022 10:06 AM**To:** Leigh Espey <leighe@salinecountylibrary.org>**Cc:** Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>**Subject:** Inklings Writer's Group

Hi, Leigh!

I've just added an October event called Inklings Writer's Group. I have attached a royalty-free image I got off of Unsplash for you to use in Communico, etc.

Thank !

**Susie Sward**
Adult ProgrammerPhone: [\(501\) 778-4766 xt 1302](tel:(501)778-4766)Email: SusieS@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](#)

Re: Marketing Meetings

Haley Johnson <HaleyJ@salinecountylibrary.org>

Fri 9/9/2022 3:21 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org
Sure!

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Friday, September 9, 2022 1:44 PM

To: Francesca Castro <francescac@salinecountylibrary.org>; Haley Johnson <HaleyJ@salinecountylibrary.org>

Subject: Re: Marketing Meetings

Scratch that, can we move it to Tuesday? I was just informed of a Ribbon Cutting on Monday.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Friday, September 9, 2022 1:02 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Haley Johnson <HaleyJ@salinecountylibrary.org>

Subject: Re: Marketing Meetings

Yes, that works for me

From: Kari Lapp karil@salinecountylibrary.org

Sent: Friday, September 9, 2022 1:02 PM

To: Haley Johnson HaleyJ@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: Re Marketing Meetings

How does Monday at 11 sound for our Marketing meeting?



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Haley Johnson <HaleyJ@salinecountylibrary.org>

Sent: Wednesday, September 7, 2022 10:55 AM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Subject: Marketing Meetings

Times I am usually free for meetings:

Monday 10 00 11 00, 11 00 12 00, 3 00 4 00

Tuesday: 10:00-11:00, 11:00- 12:00, 3:00-4:00

Wednesday: 11:00-12:00, 3:30-4:30

Thursday: 11:00-12:00, 3:30-4:30

Friday 10 00 11 00, 2 00 3 00

But we can work with most anything honestly. Let me know!

Article for magazine

Patty Hector <pattyh@salinecountylibrary.org>

Fri 9/9/2022 10:36 AM

To: Francesca Castro francescac@salinecountylibrary.org

📎 1 attachments (15 KB)

October 2022 article docx

Fix anything that needs fixing!



Patricia Hector

Library Director

Phone: [\(501\) 778-4766 ext 1001](tel:(501)778-4766)

Email: pattyh@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Managers' Meeting Notes 9/7/2022

Leigh Espey <leighe@salinecountylibrary.org>

Fri 9/9/2022 9:15 AM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Hello!

I apologize for not sending these yesterday! Here are the notes from the September 7th managers' meeting. Please, let me or your supervisor know if you have any questions.

- Patty and Adam are meeting with Bill Spivey to discuss APERS possibility for the merger
- Working on budget for September Board meeting
- Benton lockers are not allowing Rob admin access
- WiFi is not working in Paron
 - Ralph Bunche WiFi is up and going
 - WiFi at History and Heritage Society is locked to public access

Heather

- Hannah Bailey, new shelver for Bryant, started yesterday. Will continue shadowing in Benton on Thursday
- Francesca will continue her shadowing next week because there is a lot to do in Marketing with LCSUM and the magazine needs to be finalized
- YS Branch Librarian position is open and posted
- will be off Friday, September 9th
- sent out Library t-shirt order form. Will collect orders until Friday, September 16th

Julie

- will create department logins in Bibliocommons with tags for individual staff
- updated Collection Development Policy for the Board to review

Wendy

- Fall programs have started in YS!

Kari

- Francesca will be working on her first edition of the Magazine and getting the social media events posted this week and next
- Francesca has created a TikTok account for SCL
- Let Kari know if Jordan was working on anything specifically for you or your department ASAP
- Rogue should be back this week
- LCSUM reusable bags are out for patrons to have.
- Digital Literacy Grant task force will meet next Tuesday, September 13th, to figure out the logistics for holding the trainings for community members

Rob

- Meeting about backup migration will hopefully be tomorrow
- Papercut should be working correctly

- Felix went out to Cleveland County to help fix their computer issues
- Continuing to work on Lockers and LPT-1 printing solution



Leigh Espey
Library Manager

Phone: [\(501\) 778-4766 xt 1002](tel:(501)778-4766)

Email: LeighE@SalineCountyLibrary.org

Address: [1800 Smither Dr Benton, AR 72015](#)



Fw: Brainfuse October 2022 Social Media Graphics

Kari Lapp <karil@salinecountylibrary.org>

Fri 9/9/2022 7:57 AM

To: Francesca Castro francescac@salinecountylibrary.org

📎 4 attachments (3 MB)

01 HelpNowOct2022.jpg 01 JobNowOct22.jpg 01 VetNowOct22.jpg Salary Negotiation Social Media.jpg

Here are some social media ideas for Brainfuse we can use. I like to add our branding to their graphics. For the workshop post, we will need to update the time to Central.

**Kari Lapp****Community Engagement Manager**Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smither Dr Benton, AR 72015](#)**About Me****From:** dweltzer@brainfuse.com <dweltzer@brainfuse.com>**Sent:** Thursday, September 8, 2022 8:10 PM**To:** dweltzer@brainfuse.com <dweltzer@brainfuse.com>**Subject:** Brainfuse October 2022 Social Media Graphics

Hello and hope you are well!

In addition to the normal monthly social media graphics, I have also included a graphic for our upcoming workshop.

On Thursday, October 6th at 2 PM PST/5 PM EST we are presenting a job workshop hosted by Ashley Watkins, a Nationally Certified Résumé Writer (NCRW) and Nationally Certified Online Profile Expert (NCOPE), to all JobNow/VetNow subscribers. This is a free workshop geared to the public to help your community members negotiate their salaries. We are so excited to welcome Ashley back to talk about this important area of employment.

Here is a summary of the workshop:

Anatomy of a Pay Raise: The Science Behind Confidently Negotiating the Salary You Deserve

WHAT YOU'LL LEARN:

- Fool-proof strategies to stop leaving thousands of dollars on the table.
- Why YOU control your pockets and have just as much power as the employer.
- Tips for answering the "What is your "current/desired salary?" question.
- What you can negotiate instead of money and still get the most bang for your buck.
- How to build an iron-clad case for a promotional increase. (2 case studies)

The Salary Negotiation Workshop will take place on Thursday, October 6 at 2 PM PST/5 PM EST. Attendees must register. Space is limited.

Registration link: <https://attendee.gotowebinar.com/register/868509058334141198>

The email address requirement is for the registration confirmation, reminder, and post-workshop survey. We will not be marketing directly to patrons or using their contact information for any other purposes

We have attached a promotional graphic you can share with your community

Social media post suggestion: Negotiating your pay can be intimidating But it's an essential part of your career and it is possible and achievable to negotiate your salary. Join the FREE salary negotiation workshop on Thursday, October 6 at **[local time]** to learn fool proof strategies The **[library]** is pleased to present this workshop in collaboration with Brainfuse JobNow and Ashley Watkins, a Job Search Coach, Nationally Certified Résumé Writer (NCRW), and Nationally Certified Online Profile Expert (NCOPE) with Write Step Résumés #KnowYourWorth #SalaryNegotiation #BrainfuseCommunity #AshleyWatkins #JobSeekers #Employment #Salary #WhatShouldIEarn

Bio: Ashley Watkins is a Job Search Coach, Nationally Certified Résumé Writer (NCRW), and Nationally Certified Online Profile Expert (NCOPE) with Write Step Résumés in the Birmingham, AL area She is a former corporate recruiter of 15 years and handled talent acquisition for multimillion-dollar banking, manufacturing, and nonprofit organizations Today, she partners with frustrated job seekers to teach them leading edge job search strategies for landing more interviews and six-figure job offers at Fortune 500 brands. Ashley has earned several industry accolades, including 2019 LinkedIn Top Voice (Careers and Job Search Experts), 2019 Top 8 Resume Writing Services - The Balance Careers, and Jobscan's 2019 Top Job Search Experts to Follow on LinkedIn. She also served as a board member of the National Resume Writers' Association for 2 years

All graphics as well as print items and videos are available in our resource center I have attached the square social media sizes but if you are looking for alternative sizes or Spanish graphics, please check the resource center:



Here are our post suggestions for October

HelpNow: In addition to taking practice tests, a tip for successful test preparation is to explain your answer to others. This helps you get a clear idea in your head AND highlights any areas where you may need to build skills. But it may not be easy to find someone to explain answers to Connect with a Brainfuse tutor to review practice tests and build your skills. #BrainfuseCommunity #PracticeTests #TestPreparation #StandardizedTests #TestTips

JobNow: Going back to school? Need to brush up on your writing? Want to help your child with their homework? Connect with a live online tutor to build your academic skills #BrainfuseCommunity #OnlineTutoring #AdultLearners #BuildSkills

VetNow: Veterans bring something unique to every interview - military experience. No matter what your role was, you bring something extra to the table that your civilian counterparts do not However, how can you make your military experience relatable? Did you plan operations? You can describe missions as projects which you oversaw. To get personalized help preparing for your interview, connect with a VetNow interview coach Visit [here] #VeteranInterview #CivilianCareer #InterviewPreparation #BrainfuseCommunity

I manually track email addresses so if you would like to be removed from this email or if you would like anyone to be added, please let me know so I can make those changes If you have any questions or marketing requests, please let me know.

Diane Bizzle

Director of Outreach

She/Her/Her



271 Madison Ave • New York, NY 10016
779 203 6316

[Facebook](#) • [Twitter](#) • [Instagram](#) • [LinkedIn](#)

This email was sent from outside the organization.

Re: children's news stories for Sept, Oct and Nov

Francesca Castro <francescac@salinecountylibrary.org>

Fri 9/9/2022 8:41 AM

To: Dana Bloch danab@salinecountylibrary.org

ok Thank you!

From: Dana Bloch danab@salinecountylibrary.org

Sent: Thursday, September 8, 2022 2 29 PM

To: Kari Lapp karil@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org

Subject: children's news stories for Sept, Oct and Nov

I'm working on the Dec one so I'll have all of them done for the whole year, but it's pretty meh right now. I'll pass it along as soon as I finish it!

 [November News Story.docx](#)

 [October News Story.docx](#)

 [september news story.docx](#)



Dana Bloch
Youth Services Programmer

Phone: [\(501\) 778-4766 xt 1388](tel:(501)778-4766)

Email:

Address: [1800 Smithers Dr. Benton, AR 72015](#)



Reply

Forward



Book Review for Magazine

Amanda Garrison <AmandaG@salinecountylibrary.org>

Thu 9/8/2022 12:14 PM

To: Kari Lapp karil@salinecountylibrary.org ;Francesca Castro francescac@salinecountylibrary.org

Jordan made calendar reminders for these. This one shows it's due tomorrow. If you prefer this in a different format in the future, let me know.

Book Review: *Into the Mist* by PC Cast (New Books, Fic Cas)

Into the Mist is an apocalypse novel, but it's not your typical *oh-crap-it's-the-apocalypse-everybody freak out* sort of book. The main characters Mer ury and Stella are high school teachers who take control of their terrible situation when people around them are literally turning into puddles. After leaving a tea hing onferen e these two plus a handful of others are driving through Oregon when they see bombs falling from the sky. When the bombs land, a green mist rolls out that has devastating and not so devastating effects. After breathing in the mist, some people die...actually a lot of people do. Some people don't. It's a good thing that Mer ury and Stella are on the don't die side. They meet up with some other survivors, gather up a found family, and figure out just what they need to do to survive the end of the world, and maybe even make it a better place than it was before. Luckily they've got plenty of wine to last them a while... They're going to need it. There's danger and terrible people around every turn.

This is one of my favorite reads this year, and that's saying something because I read a lot of books. Or listen. Mostly listen. The audiobook for this one is great and is available to check out on our Hoopla app. You can also find it in print in our adult collection. This is also the first half of a duology and the second and final book will be out early next year.

If you'd like to listen to an in-depth, full-of-spoilers summary and discussion of this book featuring an interview with author PC Cast, check out my podcast, Fictional Hangover, on your podcast player of choice. Fictional Hangover is a podcast for adults about Young Adult and New Adult books, series, authors and voice actors that is full of spoilers. Each episode features a full summary of the book, a discussion featuring favorite parts, not-so-favorite parts, favorite characters and surprises, a five-question game of Would You Rather based on the book (sometimes played with the author or narrator of the book, sometimes with listeners), and recommendations for similar reads. There is adult content, so listeners beware!



Amanda Garrison she | her
Public Services Manager, MLS

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1606

Email: AmandaG@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Teen News Article

Rebecca Griffin <rebeccag@salinecountylibrary.org>

Thu 9/8/2022 11:02 AM

To: Francesca Castro francescac@salinecountylibrary.org ;Kari Lapp karil@salinecountylibrary.org

Good morning!

I am taking over Tamantha's teen news articles and book lists for the time being. I noticed that she had an article due earlier this week for September. I will get that written up and sent to you today. Hopefully, it will still work to be published on time!



Becca Griffin

Branch Youth Services Librarian

Phone: [\(501\) 847-2166 ext 2603](tel:(501)847-2166)

Email: RebeccaG@SalineCountyLibrary.org

Address: [201 Prickett Rd. Bryant, AR 72022](#)



Re: Press Release Draft

Kari Lapp <karil@salinecountylibrary.org>

Thu 9/8/2022 10:51 AM

To: Francesca Castro francescac@salinecountylibrary.org

Here are my corrections. Remove the highlights, fix the date, and send it out to Leigh and Amanda for revisions. Copy me on the email as well. In the email to Leigh and Amanda, please include that you would like to send this out on Wednesday so corrections by Tuesday would be appreciated.

 [Press Release for SCL Awards.docx](#)



Kari Lapp

Community Engagement Manager

Phone [\(501\) 778 4766 xt 1350](tel:(501)778-4766)

Email KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Francesca Castro francescac@salinecountylibrary.org

Sent: Thursday, September 8, 2022 10:38 AM

To: Kari Lapp karil@salinecountylibrary.org

Subject: Press Release Draft

 [Press Release for SCL Awards.docx](#)

Re: Tentative Social Media Schedule

Rebecca Griffin <rebeccag@salinecountylibrary.org>

Thu 9/8/2022 10:32 AM

To: Francesca Castro francescac@salinecountylibrary.org

Hi Francesca!

Would you be able to squeeze in a special social media post about American Girl Club in Bryant on the first Saturday of each month? It's a registration only program and I would love to get it a little extra attention.

We learn about different times in history through crafts, activities, and snacks!

Thanks so much,

**Becca Griffin****Branch Youth Services Librarian**Phone: [\(501\) 847-2166 ext 2603](tel:(501)847-2166)Email RebeccaG@SalineCountyLibrary.orgAddress: [201 Prickett Rd. Bryant, AR 72022](https://www.google.com/maps/place/201+Prickett+Rd,+Bryant,+AR+72022)**From:** Francesca Castro <francescac@salinecountylibrary.org>**Sent:** Thursday, September 8, 2022 8:37 AM

To: Dana Bloch <danab@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Rebecca Griffin <rebeccag@salinecountylibrary.org>; Cheyenne Guffy <CheyenneG@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Alan Robinette <AlanR@salinecountylibrary.org>; Jordan Sandlin <jordans@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Ashlyn Wilcox <ashlynw@salinecountylibrary.org>

Subject: Tentative Social Media Schedule

 [Social Media Schedule docx](#)

Social Media Stats 2022 Spreadsheet

Susie Sward <SusieS@salinecountylibrary.org>

Wed 9/14/2022 9:09 AM

To: Francesca Castro francescac@salinecountylibrary.org

Cc: Kari Lapp <karil@salinecountylibrary.org>

Hi, Fran e a!

Here is the link to the updated spreadsheet for our social media stats for 2022. Let me know if you have any trouble opening it

 [Social Media Stats 2022.xlsx](#)

Thank !



Susie Sward
Adult Programmer

Phone: [\(501\) 778-4766 xt 1302](tel:(501)778-4766)

Email: SusieS@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

LCSUM Stuff

Kari Lapp <karil@salinecountylibrary.org>

Tue 9/13/2022 6:20 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

Just a reminder that we are halfway through Library Card Sign-Up Month. Please continue to push the rack cards and the magazines. I hope we get rid of all of them! I appreciate your help.



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766](tel:(501)778-4766) xt 1350

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Re: stats

Patty Hector <pattyh@salinecountylibrary.org>

Tue 9/13/2022 4:26 PM

To: Julie Syler <julies@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

I think I used the report you sent me after you put in the July numbers. I made some corrections to a formula and then sent it back to you for the August numbers.

From: Julie Syler <julies@salinecountylibrary.org>

Sent: Tuesday, September 13, 2022 3:54 PM

To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>

Subject: Re: stats

Hi!

Rather than wait until tomorrow, let's start talking about it today

Patty, just to check, where did you get the circ numbers? I pulled mine from the January - July spreadsheet I made for you, then from the August numbers I sent you yesterday.

Julie Syler
Systems Administrator
Saline County Library

From: Kari Lapp <karil@salinecountylibrary.org>

Sent: Tuesday, September 13, 2022 3:51 PM

To: Francesca Castro <francescac@salinecountylibrary.org>; Julie Syler <julies@salinecountylibrary.org>

Subject: Re: stats

I am thinking about bringing this up at the managers meeting tomorrow. We need a consistent way to count things. Apparently we aren't all on the same page.



Kari Lapp

Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)

Email: KariL@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



About Me

From: Francesca Castro <francescac@salinecountylibrary.org>

Sent: Tuesday, September 13, 2022 3:49 PM

To: Julie Syler <julies@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>

Subject: Re: stats

The stats from Patty are :

Books: 70,155
DVD's: 5,524
LOT: 303

From: Julie Syler <julies@salinecountylibrary.org>
Sent: Tuesday, September 13, 2022 3:37 PM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: stats

Can you send what she sent to me? I pulled them from our monthly stats, so I'm super curious.

Julie Syler
Systems Administrator
Saline County Library

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Tuesday, September 13, 2022 3:36 PM
To: Julie Syler <julies@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: stats

We got the digital resources and materials numbers from Patty. But they are not the same.



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Julie Syler <julies@salinecountylibrary.org>
Sent: Tuesday, September 13, 2022 3:18 PM
To: Kari Lapp <karil@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: Re: stats

41,785 people have a library card

materials
books: 65,074
DVDs: 10,304
misc 1,886
total: 77,264

digital resources

e-content: 6,466

Julie Syler
Systems Administrator
Saline County Library

From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Tuesday, September 13, 2022 9:02 AM
To: Julie Syler <julies@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>
Subject: stats

Here are some of the stats I am trying to figure out where Jordan got the info from. I thought you might know some of these.

app use
total app installs
catalog use
number of people with library cards



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766-xt1350)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)



Fwd: LMT Report

Amanda Garrison <AmandaG@salinecountylibrary.org>

Thu 9/15/2022 3:24 PM

To: Kari Lapp karil@salinecountylibrary.org ;Rob Walton Robw@salinecountylibrary.org ;Francesca Castro <francescac@salinecountylibrary.org>

📎 1 attachments (16 KB)

Public Services Board Report September 2022.docx;

I'm obviously not at work or would send you links to things.

Amanda Garrison

Public Services Manager

1800 Smithers Drive Benton, AR 72015

[501-778-4766 ext. 1606](tel:501-778-4766)

From: Amanda Garrison <AmandaG@salinecountylibrary.org>

Sent: Monday, September 12, 2022 2:13:56 PM

To: Heather Phipps <heatherp@salinecountylibrary.org>; Patty Hector <pattyh@salinecountylibrary.org>

Subject: Re: LMT Report

See attached report!



Amanda Garrison she | her
Public Services Manager, MLS

Phone: [501\) 778-4766 xt 1606](tel:501-778-4766)

Email: AmandaG@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Heather Phipps <heatherp@salinecountylibrary.org>

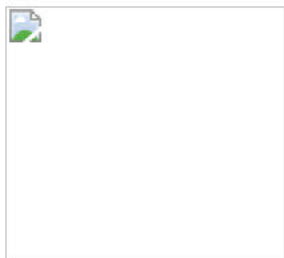
Sent: Monday, September 12, 2022 12:03 PM

To: Leigh Espey <leighe@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>

Cc: Patty Hector <pattyh@salinecountylibrary.org>

Subject: Re: LMT Report

Reminder



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)
Email: HeatherP@SalineCountyLibrary.org
Address: [1800 Smither Dr Benton, AR 72015](#)



From: Heather Phipps

Sent: Thursday, September 8, 2022 10:05 AM

To: Leigh Espey <leighe@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Rob Walton <Robw@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Rebecca Kidder <rebeccak@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>

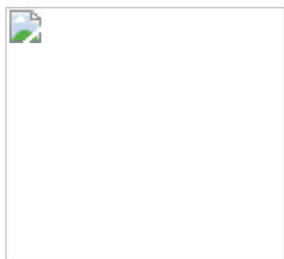
Cc: Patty Hector <pattyh@salinecountylibrary.org>

Subject: LMT Report

Good Morning,

Next week we will be preparing the board packet. Please use the attached template to complete your LMT report. These will be due COB next Tuesday. You can send them to Patty or myself.

Thank you!



Heather Phipps, PHR
Human Resources Manager

Phone: [\(501\) 778-4766 xt 1093](tel:(501)778-4766)
Email: HeatherP@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



Re: Hocus Pocus

Kari Lapp <karil@salinecountylibrary.org>

Thu 9/15/2022 3:21 PM

To: Amanda Garrison <AmandaG@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Heather Phipps <heatherp@salinecountylibrary.org>

OH I love those! Those circus peanuts look like real toes, I think! Lydia's fortune telling was amazing.

**Kari Lapp****Community Engagement Manager**Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)Email: KariL@SalineCountyLibrary.orgAddress: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr,+Benton,+AR+72015)**From:** Amanda Garrison <AmandaG@salinecountylibrary.org>**Sent:** Thursday, September 15, 2022 3:13 PM

To: Mason Newberry <masonn@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Heather Phipps <heatherp@salinecountylibrary.org>

Subject: Re: Hocus Pocus

If we want to do more than just an interactive movie, we could do Lydia's fortune telling station again and hang the candles up again. I think we should do everything on one level if possible. We could get little cauldrons and make individual child-life potions with gummy worms and dead man toes, with real toes, of course.

Amanda Garrison

Public Services Manager

1800 Smithers Drive Benton, AR 72015

[501-778-4766 ext. 1606](tel:501-778-4766)**From:** Mason Newberry <masonn@salinecountylibrary.org>**Sent:** Thursday, September 15, 2022 1:47:32 PM

To: Bella Cusimano <bellac@salinecountylibrary.org>; Kari Lapp <karil@salinecountylibrary.org>; Susie Sward <SusieS@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Heather Phipps <heatherp@salinecountylibrary.org>

Subject: Re: Hocus Pocus

The plan is to do this instead. Some models say rain, others say sunshiny and cloudy on Saturday. Weather changes so quick and I don't want to cancel in case it rains so this is what's happening now. I don't want to cancel in case it does rain and if it doesn't rain, that's ok because we will still have a big hocus pocus party.



Mason Newberry Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)

Email: MasonN@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Bella Cusimano bellac@salinecountylibrary.org
Sent: Thursday, September 15, 2022 1 43 13 PM
To: Kari Lapp karil@salinecountylibrary.org ; Susie Sward SusieS@salinecountylibrary.org ; Leigh Espey leighe@salinecountylibrary.org ; Amanda Garrison AmandaG@salinecountylibrary.org ; Francesca Castro francescac@salinecountylibrary.org ; Mason Newberry masonn@salinecountylibrary.org ; Wendy Christy wendyc@salinecountylibrary.org ; Heather Phipps heatherp@salinecountylibrary.org
Subject: Re Hocus Pocus

I thi a for ure what we are doing or ju t in a e it rain ? Weather an hange qui kly in a two-week period.



Bella Cusimano Outreach Coordinator

Phone: [\(501\) 778-4766 xt 1304](tel:(501)778-4766)

Email: bellac@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](https://www.google.com/maps/place/1800+Smithers+Dr.+Benton,+AR+72015)



From: Kari Lapp <karil@salinecountylibrary.org>
Sent: Thursday, September 15, 2022 1:25 PM
To: Susie Sward <SusieS@salinecountylibrary.org>; Bella Cusimano <bellac@salinecountylibrary.org>; Leigh Espey <leighe@salinecountylibrary.org>; Amanda Garrison <AmandaG@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>; Mason Newberry <masonn@salinecountylibrary.org>; Wendy Christy <wendyc@salinecountylibrary.org>; Heather Phipps <heatherp@salinecountylibrary.org>
Subject: Fw: Hocus Pocus

Mason has looked at the projected forecast for Hocus Pocus and it looks like rain. BUT- he has turned that news into a positive! Instead of just doing a Hocus Pocus Carpool Cinema event, we are going to something similar to Potterpalooza. Below is his idea of what he would like to have at the event. My

only suggestion to change is the Bingo to the Interactive Movie type thing. I thought it might be hard to play bingo while watching a movie. So, let's look at the list and put our heads together to see what we already have and what we need to purchase.

Mason also knows I was sending this out to put creative heads together since this needs to be figured out pretty quick. We hope to make an announcement next week. I will do a teaser post tonight with Twisted Fries at Third Thursday. Twisted Fries will be there so the only other food I would like to have is desserts and bottled water. I don't think it would be fair for us to ask Twisted Fries to show up and then we offer free food.

Thanks,



Kari Lapp
Community Engagement Manager

Phone: [\(501\) 778-4766 xt 1350](tel:(501)778-4766)
Email: KariL@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



From: Mason Newberry <masonn@salinecountylibrary.org>
Sent: Thursday, September 15, 2022 1:10 PM
To: Kari Lapp <karil@salinecountylibrary.org>
Subject: Hocus Pocus

Hey Kari!
So, for pocus I would like Hocus Pocus Bingo
Food and Drink (not alochinc)
Decorations
Cos play contest
Door prizes



Mason Newberry
Adult Programmer

Phone: [\(501\) 778-4766 xt 1603](tel:(501)778-4766)
Email: MasonN@SalineCountyLibrary.org
Address: [1800 Smithers Dr. Benton, AR 72015](#)



The 10 Minute Digital Librarian #4: Develop a Plan for Social Media « Library

Kari Lapp <karil@salinecountylibrary.org>

Wed 8/31/2022 8:38 PM

To: Francesca Castro francescac@salinecountylibrary.org

<http://blogs.ifla.org/lpa/2021/04/16/the-10-minute-digital-librarian-4-develop-a-plan-for-social-media/>

<https://blogs.ifla.org/lpa/2021/04/16/the-10-minute-digital-librarian-4-develop-a-plan-for-social-media/>

Get [Outlook for iOS](#)

Event registration confirmed for 2022 ArLA Annual Conference Attendee
Registration/Fort Smith Convention Center, Fort Smith, AR/14 Oct 2022 12:30 PM

Arkansas Library Association <info@arlib.org>

Wed 8/31/2022 3:49 PM

To: Francesca Castro <francescac@salinecountylibrary.org>

Dear Francesca Castro,

Your event registration has been completed. Thank you for registering!

2022 ArLA Annual Conference Attendee Registration

When: 14 Oct 2022 12:30 PM, CDT

Where: Fort Smith Convention Center, Fort Smith, AR

EVENT DETAILS:

 ArLA Annual Conference Logo: The New Normal

The 2022 Annual Conference of the Arkansas Library Association, The New Normal, will take place October 14 16 at the Fort Smith Convention Center. Registration opens on June 1, 2022. Early Bird registration will be available from June 1 through August 31 and late registration will be available September 1 through 30. Registration closes after September 30.

If you need to purchase additional meal tickets, click on New Registration after your initial registration. When choosing extra meals, the total number includes the requester. So if you have 5 people total, put 4 in the # of guests box.

Conference Hotel: Wyndham Fort Smith City Center

700 Rogers Ave, Fort Smith, Arkansas 72901

Go to https://www.wyndhamhotels.com/wyndham/fort-smith-arkansas/wyndham_fort_smith_city_center/rooms_rates?&checkInDate=10/13/2022&checkOutDate=10/16/2022&groupCode=101322ARL for reservations. Have the Wyndham app? Use group code **101322ARL** to get the

conference rate.

Please contact Carol Coffey, Conference Chair (president_elect@arlib.org) with any questions or for more information.

ADDITIONAL INFORMATION:

YOUR REGISTRATION DETAILS:

Email: francescac@salinecountylibrary.org

First name: Francesca

Last name: Castro

State: Arkansas

To review your registration details, go to your [registration details page](#)

Check-in for the Event

Please print this email or display this code on your mobile device to check into the event.

Best regards,

[Arkansas Library Association](#)

If you no longer wish to receive these emails you can [unsubscribe](#) at any time.

This email was sent from outside the organization.

Arkansas Library Association Payment receipt

Arkansas Library Association <info@arlib.org>

Wed 8/31/2022 3:48 PM

To: Francesca Castro francescac@salinecountylibrary.org

PAYMENT RECEIPT

Arkansas Library Association
PO Box 3821
Little Rock, AR 72203

Date: 31 Aug 2022

Amount: \$325.00

Tender: Wild Apricot Payment

Payment received from:

Francesca Castro

francescac@salinecountylibrary.org

Payment for:

| Date | Document | |
|-------------|--|--|
| 31 Aug 2022 | Invoice 03108 Registration for "2022 ArLA Annual Conference Attendee Registration" (14 Oct 2022 12:30 PM - 16 Oct 2022 11:30 AM, Fort Smith Convention Center, Fort Smith, AR), C Non Member Early Bird Registration | Settled amount \$325.00 Invoice total \$325.00 Due \$0.00 |

Total settled: \$325.00

Available balance: \$0.00

This email was sent from outside the organization.

Librarians Target for Harassment

Patty Hector <pattyh@salinecountylibrary.org>

Wed 8/31/2022 12:49 PM

To: allstaff@salinecountylibrary.org <allstaff@salinecountylibrary.org>

<https://www.pressreader.com/usa/usa-today-us-edition/20220825/281479280219306>



'Perfect target': Librarians - PressReader

Catalog; For You; USA TODAY US Edition 'Perfect target': Librarians A new face has been thrust into middle of culture war in schools 2022-08-25 - Alia Wong . When Amanda Jones saw that her local library board in Livingston, Louisiana, would be discussing "book content"

www.pressreader.com



Patricia Hector

Library Director

Phone: [\(501\) 778-4766 ext 1001](tel:(501)778-4766)

Email: pattyh@SalineCountyLibrary.org

Address: [1800 Smithers Dr. Benton, AR 72015](#)



About Me

Please complete this onboarding task

BambooHR <notifications@app.bamboohr.com>

Wed 8/31/2022 9:50 AM

To: Francesca Castro francescac@salinecountylibrary.org

New Onboarding Task

Hi Francesca or Fran,

Heather Phipps asked you to look at this onboarding task. Please take care of the following:

 Task Icon **Complete APERS Enrollment Form**

 Alarm clock icon Due Sep 7, 2022

[View in BambooHR](#)

[Login to BambooHR](#)

 [BambooHR](#)

This email was sent from outside the organization.

Kari Lapp invited you to a Trello board

Trello <do-not-reply@trello.com>

on behalf of

Kari Lapp <invitation-do-not-reply@trello.com>

Wed 8/31/2022 9:41 AM

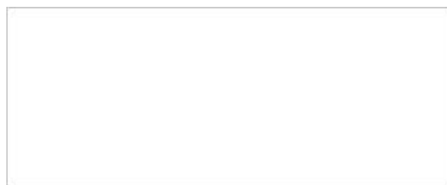
To: Francesca Castro <francescac@salinecountylibrary.org>



**Hey there! Kari Lapp invited you to join the
Community Engagement Department board on
Trello:**

*"Join me on Trello and let's work together on
this board!"*

**Community Engagement
Department**



Go To Board

Trello boards help you put your plans into action and
achieve your goal [Learn more](#)

[Unsubscribe from these emails](#)

This email was sent from outside the organization.

Completed Document: I 9 (2020).pdf

BambooHR <notifications@app.bamboohr.com>

Wed 8/31/2022 9:33 AM

To: Francesca Castro francescac@salinecountylibrary.org

Signed Document

Hi Francesca,

This document has been completed. You can view the signed document by using the link below

I-9 (2020).pdf

[View Signed Document](#)

Powered by  BambooHR

This email was sent from outside the organization.

Seed form

Anna Wagnon <annaw@salinecountylibrary.org>

Thu 9/1/2022 8:07 AM

To: Jordan Reynolds <jordanr@salinecountylibrary.org>; Francesca Castro <francescac@salinecountylibrary.org>

Good morning!

When you get a chance, could you take the seed form off of the website, please? If you want, you can put something like we are getting ready for next year/season and will be back January 2023

I appreciate it!!



Anna Wagnon

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