

Durham County Library Board of Trustees
Tuesday, February 3, 2009
Board Room, Main Library

MINUTES OF THE MEETING

Call to Order: Chair Al Roberts called the meeting to order at 6:00 P.M.

Roll Call: Mr. Roberts did a visual roll call. Present: Tatia Ash, Marian Dillahunt-Andrews, Joe Hewitt, Allan Lang, Al Roberts, Michael Schoenfeld, Joyce Sykes and Elsa Woods, Trustees; Dr. Wendell Musser, Friends of the Library Liaison and Becky Heron, BOCC Liaison

Also Present: Skip Auld, Rheda Epstein, Lakesia Farmer, Catherine Mau and Joyce McNeill, Library staff

Absent: Mohammad Rashdi, Trustee

Approval of the Agenda: Mr. Roberts announced that the architects would not be presenting at tonight's meeting. Mr. Lang asked that the approval of the Minutes from the November 11, 2008 meeting be added to the agenda. The agenda was unanimously approved as amended.

Approval of Minutes of January 13, 2009: The minutes were approved as written after a motion by Ms. Woods. The motion was seconded by Mr. Schoenfeld.

Approval of Minutes of November 11, 2008: Mr. Lang distributed his proposed amendments to the November 11 minutes. He moved to include the descriptive contents of the Director's Message as it appears in the most recent issue of "*Branching Out*" which was first circulated in December. In addition, he requested that the estimated costs which include the original estimate presented at the Community meetings (\$10.85 Million), the subsequent figure (\$13.14 Million) which reflected the increased costs due to inflation and the current costs (as of the November Board Meeting) of \$14.2 Million also be made part of the record of the minutes.

The contents from the Director's Message read as follows: "In early 2009, our Planning & Programming Study team will present its report to the Board of County Commissioners. We have planned for a great library renovation project, with a new entrance facing Liberty Street and many more windows. That'll mean much daylight throughout the building. We'll demolish the central stairwells and the elevators on the interior of the building in order to re-floor the second and third levels and create vast, flexible, open spaces throughout. We'll have a new lobby at the Liberty Street entrance and space for an art gallery."

After some discussion and a decision not to include the cost estimates, Mr. Hewitt seconded the motion made by Mr. Lang. The motion was passed unanimously.

INTRODUCTION OF NEW COMMISSIONER LIAISON: Mr. Roberts introduced Commissioner Becky Heron and gave her an opportunity to speak to the group.

PUBLIC COMMENTS: none

Mr. Schoenfeld asked if there had been any response from the customer whose complaint about a book was discussed in the last meeting. Mr. Auld reported that there has been no response to the decision letter that he sent.

COMMUNICATIONS

- Mr. Auld noted that both the *News & Observer* and the *Herald-Sun* had done stories about increased library usage during these tough economic times.

ANNOUNCEMENTS

- Mr. Auld announced that the SmithGroup will be presenting to the County Commissioners on February 23 between 3 and 6 pm as part of the Capital Improvement Plan review. The presentation is expected to be between 45 and 60 minutes.

FINANCIAL REPORT

- The 2nd Quarter Budget Report was distributed. Mr. Auld reviewed some of the actions that the County has taken to reduce the budget such instituting a hiring freeze and eliminating all out-of-state travel.
- Mr. Auld stated submitted cuts to the County Budget department for the current (Fiscal Year 2009) budget amounting to \$535,000, or 17%, of the operating lines. This included about \$168,000 in cuts to library materials lines. These cuts will be reflected in the 3rd Quarter Budget Report.
- Mr. Schoenfeld asked what the Rent of Building line item represents. This is the rent for the Parkwood Library which we will continue to pay until South Regional opens.
- We expect to get less in Library Gifts than what was originally budgeted. The amount received for State Aid to Public Libraries will be reduced as well.

COMMITTEE REPORTS:

Board Development & Evaluation – Mrs. Dillahunt-Andrews

The committee met on January 29th at 3 pm. The Board Retreat is scheduled for Saturday, April 18th from 9 am to 1 pm in the Rand Room of the Durham Arts Council. Anne Marie Elkins and Jennifer Pratt of the State Library will facilitate the retreat.

Next Meeting: To Be Announced

Facilities & Standards – Ms. Woods

The committee will meet on Tuesday, February 24th at 6 pm. Meetings will now be held on the last Tuesday of the month at 6 pm.

Next Meeting: Tuesday, February 24th at 6 pm

Information Technology – will meet on Monday, February 9th.

Next Meeting: Monday, February 9th at 12 pm at the Bruegger's Bagels on Ninth Street

Planning & Budget – Mr. Lang

The committee did not meet. Meetings will now be held on the Wednesday before the first Tuesday of the month.

Next Meeting: Wednesday, February 25th at 3 pm (revised to Tuesday, February 24th at 5:15pm) in the Board Room

Policies – Mrs. Sykes

The committee met on January 27th and reviewed the Resources Selection Policy. The policy was discussed at the January Board Meeting in response to the customer complaint about the book *Goodbye*. Minor changes were made to the policy. Copies of the suggested changes were distributed to the Board. Mr. Lang suggested that the policy be approved with the suggested revisions. Ms. Woods seconded the motion. The board voted unanimously to approve the policy.

Mrs. Sykes also mentioned that the Circulation Fee Policy and Registration Policies will be reviewed at a future meeting.

Next Meeting: To Be Announced

County Commissioners – Commissioner Heron

There will be more to report after the Commissioners' Budget Retreat later this week. A \$14 million shortfall is expected between now and July. The Commissioners are trying not to increase taxes and trying not to dip into the fund balance.

Mrs. Heron said she was glad to be the Board's new County Commissioner Liaison and she thanked the Board for their willingness to move tonight's meeting to accommodate her schedule.

EXTERNAL REPORTS

Library Foundation – Mr. Roberts talked to the Foundation President about having a Foundation Liaison attend the Board Meetings. Mr. Roberts proposed the idea to the Board for their votes. Mr. Lang seconded the motion. The Board voted unanimously to have the Foundation appoint a Liaison to the Board of Trustees.

Friends of the Library – Dr. Musser

The Friends will meet on Wednesday, February 4th.

OLD BUSINESS: None

NEW BUSINESS

Moving the meetings to either the 1st or 3rd Tuesdays – It had been previously announced that Commissioner Heron had a conflict with the 2nd Tuesday each month. Ms. Woods moved that Library Board of Trustees Meetings be moved to the first Tuesday of each month. Mr. Lang seconded the motion. The Board voted unanimously to move Board Meetings to the 1st Tuesday of each month. As a result, committee meetings will be rescheduled.

DIRECTOR'S REPORT:

- Mr. Auld shared that he was trying to be responsive to the requests made by the Board. In months when the Board did not meet, Mr. Auld met with Mr. Roberts and Ms. Woods. Mr. Auld distributed copies of a checklist which outlines requests by the Board and the progress or completion date of the requests. This checklist will be distributed to the Board each month as new items are added & worked on.
- Mr. Schoenfeld asked for an update on the security issue that was mentioned at the last meeting. Mr. Auld responded that no decision has been made to move forward with bringing in a K-9 unit at this time.
- Mr. Auld also announced that he had met with the management team at the North Regional Library to find solutions for handling the 150 students that come into the library every day after school. This tends to be a problem whenever a middle school is in close proximity to a library. A similar situation is anticipated once South Regional opens. Many of the students have library cards. A large number of the children wait at the library until picked up by their parents; some are coming for library programs (but the programs can only accommodate a limited number of people). The school only has 40 after school slots for its 1600 students.

The meeting was adjourned at 7:10 pm after a motion by Mr. Hewitt and a second by Mr. Lang.

Respectfully submitted,
Lakesia W. Farmer, Executive Assistant

NEXT MEETINGS: March 3, 2009 (Main Library Auditorium) and April 7, 2009 at 6:00 pm (Main Library 3rd Floor Conference Room)