

Durham County Library Board of Trustees  
Tuesday, September 1, 2009  
First Floor Auditorium, Main Library

**MINUTES**

- I. **Call to Order:** Vice Chair Elsa Woods called the meeting to order at 6:05 pm.
- II. **Roll Call:** Present: Tatia Ash, Joe Hewitt, Allan Lang, Dotty Reid, Beck Tench and Elsa Woods, Trustees; Dr. Wendell Musser, Friends of the Library Liaison; and Skip Auld, Lakesia Farmer, Catherine Mau, Gina Rozier and Joel White, Library staff

Absent: Al Roberts, Michael Schoenfeld and Joyce Sykes, Trustees; Placide Barada, Foundation Liaison; and Becky Heron, BOCC Liaison

New Trustee Beck Tench was introduced and welcomed.

- III. **Approval of the Agenda:** The agenda was unanimously approved as written.
- IV. **Approval of the August Minutes:** Mr. Lang requested that the parenthetical note that had been added to the minutes be removed since it did pertain to events that occurred during the meeting. The minutes for the August meeting were unanimously approved as amended following a motion by Ms. Ash and a second by Mr. Lang.
- V. **Public Comments:** none

- VI. **Communications:** (Ms. Rozier):

- Durham Reads Together will kick off at all locations on October 3<sup>rd</sup>. The book is Something for the Pain by Dr. Paul Austin.
- "Invest Your Best: College and Beyond" will begin this fall. Four sessions of workshops will be offered and will target parents of young children giving them strategies to pay for college for their children.
- New library cards featuring a photo of North Regional have arrived.
- There was a photo op for the Book Nook (new satellite book sale location) at American Tobacco. Look for future articles in the *Herald-Sun* and the Durham section of the *News & Observer*.

- VII. **Announcements:** none

- VIII. **Manager's Report:** Mr. White highlighted some of the things that have been happening at Main Library.
- Four new trees have been planted in front of the library on Roxboro Street.
  - Patricia Dew will serve as the library's Safety Coordinator and will conduct Emergency Preparedness Training system-wide. She is also working on an Emergency Preparedness manual for the Library.
  - Changes in the loitering policy were mentioned.
  - A new reader printer will be purchased for use in the NC Room and Periodicals Department. This equipment will enable microfilm to be converted to an electronic format that can be emailed.
  - Flat panel display monitors have been installed at all locations and will be used to show display information, announcements and policies. At Main, the monitors are located on the 1<sup>st</sup> and 2<sup>nd</sup> floors.
  - The library has applied for a grant to expand current computer offerings. The grant would improve network bandwidth and add about 20 computers at Main. Dr. Musser added that the Friends and Foundation as well as the County will provide matching funds if this grant is received.
  - There are plans to streamline the reference collection at Main and to allow many items to circulate.
  - The family Summer Reading Program was very successful. For the first time, an adult Summer Reading kickoff (Reading Away the Blues) and finale (Jazzin' @ the Library) were held. The attendance was not as high as hoped, but program attendees requested more music programs in the library.
  - September is National Library Card Signup Month. Incentives will be given to new people who sign up for cards during the month.

- Main Library is exploring the use of computer coaches. These volunteers would work with Library customers on an ongoing basis to provide on-call computer assistance.

Questions were raised about the security at the Library and the changes in the loitering policy. After a lot of discussion, Ms. Woods asked that the topic be addressed at a future Board meeting where it could be given time on the agenda. Mr. Auld said that the Trustees are additional eyes and ears for the Library, and they should report any problems they notice to Library staff or to security. Ms. Woods asked the Trustees to pay attention to the days and times that they observe problems so that Library staff can better address any issues.

IX. **Financial Report:** Ms. Mau distributed corrected copies of the final Annual Report. Mr. Auld noted that after the August meeting, Ms. Mau found an error in a spreadsheet formula which added branch/regional use twice. In reality, there was a steady increase over the three years, but not the huge increase that had been previously reported for FY08. The correct figures are reflected in the revised report.

X. **Committee & External Reports:**

- **Board Development & Evaluation** (Ms. Ash): no report  
*Next Meeting: To be determined*
- **Facilities & Standards** (Ms. Woods): no report  
*Next Meeting: Friday, September 11<sup>th</sup> at 8:30 am at Guglhupf's*
- **Information Technology** (Mr. Hewitt): no report  
*Next Meeting: Monday, October 5<sup>th</sup> at 12 noon at Bruegger's on Ninth Street*
- **Planning & Budget** (Mr. Lang): Mr. Auld and Ms. Mau met with Mr. Lang and Ms. Woods on August 30<sup>th</sup>. They reviewed the final budget figures and discussed the corrected Annual Report. There was also a discussion about the value of having a temporary facility downtown during Main's renovation.  
*Next Meeting: To Be Announced*
- **Policies** (Mrs. Sykes): no report  
*Next Meeting: To Be Announced*
- **County Commissioners** (Commissioner Heron): no report
- **Library Foundation** (Mrs. Barada): no report
- **Friends of the Library** (Dr. Musser): The next Friends book sale will be October 16<sup>th</sup> – 18<sup>th</sup>. The Book Nook in American Tobacco is open and doing well. Beginning next year, the Friends will hold only two book sales per year and will extend the sale hours on Saturday. The Friends currently have 1245 members. Two funding cycles will be offered for Staff proposals with awards being granted in November and May.
- **Staff Liaison** (Mrs. Farmer): Board notebooks were distributed to all Trustees. Orientation for new Trustees Dotty Reid and Beck Tench was held on Monday followed by a visit to Stanford L. Warren Library and North Regional Library on Tuesday. The Board Retreat is scheduled for Saturday, November 14<sup>th</sup> and will likely be held at the East Regional Library. The Trustees Award will be presented at the November 11<sup>th</sup> Staff Day. Nominations will be accepted from September 1<sup>st</sup> through September 18<sup>th</sup>. Nomination forms are available on the Library's website and will be available at all public service points later this week. Trustees will review the nominations and decide on a winner at the October 6<sup>th</sup> Board meeting.

XI. **Old Business:** none

- XII. **New Business:** none
- XIII. **Director's Report:** Mr. Auld shared that he had just concluded a series of staff meetings called Doughnuts with the Director where he listened to staff concerns. The Gates computers should be up and running at Bragtown and McDougald Terrace in a couple of weeks. The new library tote bags will be available for checkout later this week. At last month's meeting of the NC Public Library Directors, there was discussion of an Open Source Library System which could mean statewide reciprocal borrowing and a statewide transportation and delivery system for participating libraries. Our Library would consider this change after the opening of the South and Southwest Regional Libraries.
- XIV. **Miscellaneous Business:** none
- XV. **Adjournment:** The meeting was adjourned at 7:12 pm following a motion by Mr. Hewitt and a second by Mr. Lang.

**NEXT MEETINGS:** October 6, 2009 (North Regional Library, 221 Milton Road) at 6:00 pm  
November 3, 2009 (East Regional Library, 211 Lick Creek Lane) at 6:00 pm