

Durham County Library Board of Trustees
Tuesday, November 3, 2009
Meeting Room, East Regional Library

MINUTES

- I. **Call to Order:** Vice Chair Elsa Woods called the meeting to order at 6:00 pm.
- II. **Roll Call:** Present: Joe Hewitt, Allan Lang, Dotty Reid, Michael Schoenfeld, Joyce Sykes, Beck Tench and Elsa Woods, Trustees; Dr. Wendell Musser, Friends of the Library Liaison; and Skip Auld, Lakesia Farmer, Priscilla Lewis, Catherine Mau, Carol Passmore and Gina Rozier, Library staff
Absent: Tatia Ash and Al Roberts, Trustees and Becky Heron, BOCC Liaison
- III. **Approval of the Agenda:** The agenda was amended to remove the items listed under New Business and was unanimously approved as amended.
- IV. **Approval of the October Minutes:** The meeting location was incorrectly listed in the minutes. The October meeting minutes were unanimously approved as amended following a motion by Mr. Hewitt and a second by Ms. Sykes.
- V. **Public Comments:** none
- VI. **Communications:** Ms. Rozier circulated the Clips Report which included several paid advertisements for Durham Reads Together and Invest Your Best: College and Beyond.
 - Invest Your Best is moving into its online phase. The first round of workshops has concluded. Marketing for the workshops will be tweaked and some other minor changes will be made before the workshops are offered again in the spring. A FINRA representative made a site visit was very pleased with how the Library is using the Smart Investing grant.
 - Over 100 people attended the final Durham Reads Together program which was held at Sarah P. Duke Gardens and featured author Dr. Paul Austin reading from Something for the Pain.
 - *An Evening with PlayMakers – Nicholas Nickleby and Designing an Epic* will be held at the Main Library on Monday, November 16th. The program will feature costume and set designers from the play offering a behind-the-scenes look at one of the PlayMakers largest productions ever.
 - A Job Fair will be held at East Regional Library on Wednesday, November 4th. Over 20 employers, all with current job openings, are expected to attend.
- VII. **Announcements:** Ms. Woods announced that the County Commissioners approved the plans for the South Regional Library's art project. An outdoor sculpture is planned and will be paid for by the Herndon Foundation.
- VIII. **Manager's Report:** Ms. Passmore shared a few of the things that have been happening at East Regional Library.
 - Over the summer, East Regional had a Sunday afternoon jazz program with over 300 people in attendance.
 - Tomorrow's Job Fair will have 20 employers in attendance. A high number of job seekers is expected.
 - Regular programs include several children's programs, weekly teen programs and a monthly book club. The Over 50 Crowd (programming for senior adults) and Ballroom Dancing both boast high attendance.
 - This summer, East Regional joined the library sites hosting the week long *Science in the Summer* program sponsored by GlaxoSmithKline.
 - East Regional was the first library in the system to use RFID and self check machines.
 - Many of the staff are involved in system-wide programming such as preparing for Staff Day; planning and implementing the Invest Your Best grant and serving on an NCLA board.

- IX. **Financial Report:** Ms. Mau distributed copies of the financial report for the 1st Quarter including the Statistical Report, Circulation and Public Computer Sessions. There was a brief discussion about items contained in the reports.
- X. **Committee & External Reports:**
- **Board Development & Evaluation** (Ms. Farmer for Ms. Ash): The Board Retreat will be held on Saturday, November 14th from 9 am to 1pm at the East Regional Library. The retreat will cover the topics from the previous retreat that were not discussed due to time constraints. More details about the retreat will be sent out by email later this week.
Next Meeting: To be determined
 - **Facilities & Standards** (Ms. Woods): There will be a meeting Friday morning at 8:30 am at Guglhupf's.
Next Meeting: Friday, November 6th at 8:30 am at Guglhupf's
 - **Information Technology** (Mr. Hewitt): Self-check machines are expected to be in place at Main and Parkwood within the next two months. The machines will be an opening day service at South and Southwest. The Overdrive downloadables service continues to do well. The committee discussed assistive technologies. The library currently has a few services for disabled individuals, but other products may need to be evaluated. Mr. Hewitt commented that the Manager's Reports have been very informative and suggested that the Board have a report from the IT staff once the Manager's Reports have been completed.
Next Meeting: Monday, January 4, 2010 at 12 noon at Bruegger's on Ninth Street
 - **Planning & Budget** (Mr. Lang): There was not a meeting, but Mr. Lang raised some issues of concern. He would like to know what is planned for the area in the Main Library that formerly housed the AV materials. Holds and computers are in the space now. Some ideas are being discussed, but none are far enough along to bring before the Board. Once an idea becomes a live project, it will be brought before the Board. Mr. Lang also asked about a Spanish language version of the library's website. Ms. Rozier answered that portions of the website as well as the library catalog are available in Spanish.
Next Meeting: To be determined
 - **Policies** (Mrs. Sykes): The committee has not met, but Mrs. Sykes will send out copies of the Resources Selection Policy and the NC Collection's Resources Selection Policy to the committee to get their thoughts on how to merge the two policies.
Next Meeting: To Be Announced
 - **County Commissioners** (Commissioner Heron): no report
 - **Library Foundation:** Ms. Woods announced that the Foundation will no longer have a liaison that sits on the Board of Trustees. There will continue to be a Board Member to serve as a liaison to the Foundation Board.
 - **Friends of the Library** (Dr. Musser): The October Friends book sale raised over \$23,000 before expenses. The Friends will only hold two book sales beginning next year. At their November meeting, Jane Goodridge will be recognized for being named Volunteer of the Year by the Friends of North Carolina Public Libraries. Discussions are continuing about the possibility of a book sale kiosk at Duke Hospital. Staff Proposals will be reviewed at the November 4th Friends Board Meeting.
 - **Staff Liaison** (Mrs. Farmer): Individual pictures of Board members will be taken tonight and posted on the staff web in an effort to help library staff identify members of the library family. The Trustees Award will be presented at next week's Staff Development Day.

- XI. **Old Business:** At the September board meeting, the issue of loitering was raised. As the discussion continued, it was decided that the conditions have improved. There seems to be a perception that the Main Library is unsafe. Once Main Library is renovated, a lot of that perception may change. A question about smoking was raised. Mr. Auld commented that he is waiting for the Policies Committee to draft their proposal for a smoking ban on library grounds. Such a ban would have to County wide. Once received, Mr. Auld will send the proposal to the proper individuals in the County.
- XII. **New Business:** none
- XIII. **Director's Report:** Mr. Auld announced that he will discuss the plans for the library's restructuring at Staff Day. He shared that there is a feasibility study being done to gauge interest and capacity for the community to donate money for enhancements for the new Main Library. These would be features such as a rooftop garden/event space, an outdoor children's area and a sculpture garden. The library is working with the architects to develop renderings of what these spaces could potentially look like. Mr. Auld will share the renderings at the next Board meeting. Finally, Mr. Auld announced that starting on Monday, November 16th the library will begin towing cars of people who park in the library's lot, but are not on library business. These are usually people who walk over to the courthouse or Judicial Annex.
- XIV. **Adjournment:** The meeting was adjourned at 7:19 pm following a motion by Dr. Musser and a second by Ms. Tench.

NEXT MEETINGS: Board Retreat - November 14, 2009 (East Regional Library, 211 Lick Creek Lane) at 9:00 am
No December meeting