

DURHAM COUNTY LIBRARY BOARD OF TRUSTEES

Thursday, July 18th, 6-8 p.m.

Stanford L. Warren, 1201 Fayetteville Street

CALL TO ORDER

Allan Lang called the meeting to order at 6:07 p.m.

Present: Allan Lang, Henry Felder, Shawn Miller, Beck Tench, Crystal Dreisbach, Joe Hewitt, Paolo Mangiafico, Trustees, M. J. Digby; Friends of the Durham Library Liaison, Eve Marion; Friends of the Durham Library Liaison, Wendy Jacobs BOCC Liaison, Tammy Baggett, Director; Myrtle Darden, Branch Manager, Gina Rozier, Anita Robinson; Staff

Absent: Derrick Jordan

PUBLIC COMMENTS

There were no public comments.

I. APPROVAL OF MINUTES

Motion to approve March minutes with the changes: Ms. Tench. Second: Ms. Dreisbach. The motion passed unanimously. Motion to approve May minutes: Mr. Hewitt. Second: Ms. Dreisbach. The motion passed unanimously.

II. REPORTS FROM LIBRARY STAFF

b. Report from Stanford L. Warren Manager (M. Darden)

The Branch Report was submitted as an attachment.

III. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. Communication Report (G. Rozier)

Ms. Rozier submitted the Communication Report as an attachment to the meeting packet.

The East Regional Open House Celebration will be held on Saturday, July 20, 10:00 am – 1:00 pm.

The Humanities brochure has been mailed out.

A new edition of Branching Out will go out in August.

DCL launched the Library in Space. The balloon reached 60,000 feet in space but due to the weather we lost tracking. There will be a low key launch on July 27th in which a representative from the State Library will be in attendance.

b. Financial Report & Statistics (T. Baggett)

A Financial Report was submitted as an attachment. The board reviewed and discussed the Library Health report. The report will be edited to include ebook circulation and collection growth, as well as to break out revenue from state aid, federal grants and other grants.

c. Director's Report (T. Baggett)

The Director's Report was submitted as an attachment. Plans will be made in regards to computers and the collection at McDougald Terrace Library.

We are looking at implementing a change in how we provide services at McDougald Terrace. We would provide story times and teen programs on an outreach basis, and no longer maintain a facility there. The reasons for this are budgetary as well as related to staff allocation. We did not receive funds in the FY 2014 budget to provide for cleaning or security at the facility. Funding for the staff position at McDougald would be shifted to Stanford L. Warren to accommodate an increase in programming and services at that branch.

The Board of Trustees issued a statement in support of McDougald. It was moved that the Board of Trustees go on record of supporting the changes in service provision to McDougald Terrace that have been outlined by the library director.

Ms. Sykes moved. Mr. Hewitt seconded. Passed unanimously.

c. Policy Committee Report (J. Sykes)

No report was given.

d. Budget Committee Report (A. Lang)

The FY13/14 can be found on the DCL website.

e. Advocacy Committee Report (B. Tench/C. Dreisbach)

The Advocacy Committee's current initiative is a video advocacy project to archive Durham history, which they are working on with Durham County Librarian Jennifer Lohmann and other library staff. The project will center around local stories captured on video that will be archived digitally by the Durham County Library. The Advocacy Committee and library staff will be meeting again in the early part of August to start planning a facilitated brainstorming session for representatives of relevant groups in the community such as filmmakers, storytellers, video archivists and local historians. The goal of the facilitated brainstorming session will be to generate new ideas, devise a project plan, explore hosting avenues, build interest in the project, and gain buy-in. It was suggested that the Advocacy Committee consider involving WUNC radio host Frank Stasio in this project.

IV. SPECIAL REPORTS

a. Durham Library Foundation Liaison Report (J. Sykes)

A report was not given.

b. Friends of the Durham Library Report (E. Marion)

Eve Marion was introduced as the new Friends of the Durham Library Liaison.

The Friends have elected new officers for FY13-14. Ms. Rozier presented to Friends of Durham Library regarding the launch of the First Library in Space. The Friends funded Durham County Library's First Library in Space project.

OLD BUSINESS

a. Minutes Formatting Discussion (A. Lang)

Minutes should summarize discussion points. Important issues will require additional details.

b. Parking Lot Expansion at Southwest Regional (T. Baggett)

The parking lot expansion at Southwest Regional was discussed in the Director's Report. A date has not been set by Engineering Department at this time. They promise that we will have adequate notice for alerting customers.

c. Retreat Goals Reminder and Reports (B. Tench)

There was discussion as to how the Board members have been providing outreach to the community. Are there better ways to follow up on goals, connect and make progress? Two members will be assigned to give updates at each meeting. Ms. Tench will email members in advance about their assignment.

V. NEW BUSINESS

a. Trustee's Award (A. Lang)

It was suggested the nominations for the Trustees Award run through the month of August in order for the Board to be able to vote on the nominations at the September meeting. The award promotions should begin within the next 2 weeks. There were suggestions as to how to raise community awareness which included soliciting applications from different communities, easels at circulation desks, and contacting community organizations.

b. Local Catering (C. Dreisbach)

Board members expressed desires to select local catering businesses whenever possible over national chains when planning for library functions. Library staff commented "This is a current practice when possible."

VI. CLOSED SESSION

The Board meeting closed for nominations for Chair and Vice Chair at 7:46 pm. Motion: Mr. Mangiafico. Second: Ms. Dreisbach.

VII. PUBLIC SESSION

The public meeting session reopened at 8:05 pm. The newly elected chair for the Board is Beck Tench and the Vice Chair will be Henry Felder. The secretary will be Crystal Dreisbach. There are 3 Board positions for renewal and one open position. Applications will be accepted in the Clerk's office until August 2nd.

VI. ADJOURNMENT

Next Scheduled Meetings:

September 19, 2013 Southwest Regional, 3605 Shannon Road

November 21, 2013 South Regional, 4504 S. Alston Avenue

Mr. Lang asked for a motion to adjourn. Mr. Felder made a motion and Ms. Dreisbach seconded. The meeting adjourned at 8:11 p.m.