

DURHAM COUNTY LIBRARY BOARD OF TRUSTEES

Thursday, March 20, 2014 6-8 p.m.

East Regional – 211 Lick Creek Lane

CALL TO ORDER

Ms. Tench called the meeting to order at 6:08 p.m.

Present: Beck Tench, Crystal Dreisbach, Henry Felder, Shawn Miller, Joyce Sykes, Tamara Bynum, Sandra Chambers - Trustees

Wendy Jacobs - Board of County Commissioners Liaison

Tammy Baggett – Director, Terry Hill – Deputy Director, Anita Hasty-Speed - Branch Manager, Anita Robinson - Staff

Absent: Derrick Jordan, Joe Hewitt, Eve Marion- Friends Liaison

PUBLIC COMMENTS

Rosemarie Kitchin addressed the Board of Trustees. She introduced herself as a candidate for the vacancy on the Board of Trustees.

I. APPROVAL OF MINUTES

There were corrections to the January minutes as follows:

The Computer Use Policy's last motion should read "Computer Use Policy" instead of "Courteous Conduct Policy".

Marketing and Development heading, the term "engineer" should be added behind "aeronautic".

Friends of the Durham Library Report should read "a back up location for sorting and accepting materials" deleting "locations" after "accepting".

Motion to approve January minutes after corrections Ms. Dreisbach. Second: Ms. Sykes. The motion passed unanimously.

II. REPORTS FROM LIBRARY STAFF

a. Branch Manager of Main Library (A. Hasty-Speed)

Staffing: We currently have seven full time employees and one full time employee that is vacant. Our Children's Manager is in the process of reviewing applications for the vacant Children's Librarian position. We have eight part-time employees, with the majority working in Circulation. The Adult Services team reports directly to me at this time. We have not had an Adult Services Manager position since 2010. The team is working hard with minimal staff to maintain services within this department. We hope to resubmit a request for a new position in the future. Stephanie Fennell and I have become CPR certified and are members of the CERT (Community Emergency Response Team) Team. Wanda Rascoe, Children's Manager has gone through 18 hours of training in the Touchpoints-Smart Start program to work with parents in helping them build a strong family-child relationship from before birth through the earliest years.

Security: Officer Gilbert Mustian was employed when I arrived but was replaced with Officer Catherine Chavis in October 2013. Officer Chavis works Monday-Friday from 11:30 a.m. to closing. We do not have weekend security service. We have not had any high risks or threatening incidences since my employment. A few minor incidences have required the services of our G4S security, as well as the help of the Durham Police, EMS and or the Durham Sheriff Office. Some of the incidences involved fighting on the grounds of the library between high school students, and a neighbor across the street calling 911 about a family incidence. On one occasion, we had to contact the Durham Sheriff Office, who called the County Animal Control about a four-legged customer that entered the facility. He followed some customers into the library, but did not belong to them.

Children's Unit: Our Children's unit continues to provide great stories, songs and crafts activities. Our attendance has doubled within the last eight months from 500-600 to 1,000 to 1,500. Some of our programs include the Pre-School Scholars class that offers fun activities in a structured environment that prepares children (ages 3-5) for kindergarten. The activities focus on storytelling, letter and number recognition, phonics, listening, and socialization skills. We held our 2nd Home-School Conference in September. We had over 100 in attendance. The theme of the conference was "All Things Home-School." There were several stations set up for the parents and students. We had stations on counseling, nutrition, special needs children, a beginner's help station, and lots more. The Children's staff has started a Chess Club and two Labs (elementary & middle/high school) for the homeschoolers. Some of the moms assist with the Labs. More weekend programs have been offered to capture our customers that are unable to visit during the weekdays. We are offering programs that are all about Math "Learn, Connect, & Play." This program will help the children build their math skills and encourage cooperation and problem solving. Wanda has started a program titled: "Daddy & Me (And Mommy, too)." We want the parents to share their love for books and the library with their little ones.

Teens: Two of the teen book club group members made a movie titled: "Stealing Inheritance." They wrote and filmed the movie in the library. Our teen Librarian, Archie Burke played the evil Librarian who repeatedly tried to prevent the two masked girls from stealing a copy of the Christopher Paoloni's book "Inheritance." After several failed attempts to steal the book, they decided to purchase a copy. The movie was hilarious. Our own teen, Erim Akpan, is one of five winners of the VOYA [Voice of Youth Advocates] Magazine's Teen Poetry Contest 2013! Archie sponsored Erim and submitted her poem to the editor-in-chief of VOYA in June 2013. Her poem "Why I Won't Talk to You" is scheduled for publication in the April 2014 issue of VOYA. In addition to having her poem published, Erim won a monetary prize. We are very excited for Erim! Archie and other staff members have watched her grow up at our location since we opened in 2006 and through those years, she has been a dedicated participant in our teen programs.

Adult Services: Our adult programming sessions have focus on Health and Wellness. The exercise programs that have been held here at East have really been a hit with the community. We have had Zumba, Zumba X and Vinyasa Yoga. We have also had classes on Diabetes, Living Healthy with Chronic Conditions, which was co-sponsored by Durham County Health Department, Raising Backyard Chickens, Durham Gardening for Yankees, Duke Cancer Awareness Workshop, Sugar Blues and Juice Cleansing. East Regional in collaboration with RDU NaNoWriMo group hosted some workshops for the National Novel Writing Month. Topics covered included publishing to story components, such as plot, setting and dialogue.

Circulation: We continue to shift and weed the collection to accommodate new materials. The Children's staff along with some volunteers pulled all of the juvenile graphic novels books and grouped them together in one

section. In addition, we were able to use some shelving that was in our storage to repurpose for the Young Adult room. This additional shelving provided 12 more shelves of space. We hope to add four more sections of shelving in the unit.

b. Marketing & Development Manager (G. Rozier/T. Baggett)

The Communication Report was provided as a handout. A Celebration of Storytelling will be held at Main Library on March 21, 2014 2:00 p.m. to 8:30 p.m. Storytelling 101: Telling Your Story! will be held at Main Library March 21, 2014 2:00 p.m. to 4:00 p.m.

Storytelling Through Comics – Draw Your Life! The Durham Comics Project Comics Contraption will be in the lobby of the library all day on March 21, 2014.

Jim Crow Wisdom: A Conversation with Jonathan Scott Holloway and Mark Anthony Neal will be held at Hayti Heritage Center on April 3, 2014 at 7:00 p.m.

Durham Seed Library is projected to launch April 23, 2014.

c. Library Director's Report (T. Baggett)

The Budget Meeting was cancelled due to inclement weather. There are five areas that were concentrated on. The areas are as follows: Collections; Programs; Technology; Staff Training and Development and Outreach Services.

Information is being gathered for the Strategic Plan in house as well as public information being compiled. The information will be presented to Ms. Baggett on March 31st. Staff will receive the information in May and July is the tentative time frame for the public to receive the information.

1. Library Health Report (T. Baggett)

The Library Health Report was submitted as a handout.

III. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. Retreat Committee (H. Felder)

The Board was provided with a Proposal for Board Retreat. The retreat will tentatively be scheduled for June 9, 2014. Please send suggestions for possible speakers to Dr. Felder.

b. Policy Committee (J. Sykes)

There are no new policies at this time. There was a substantive change made to the Safe Child Policy. Under B. Policy Statement "After 5 p.m. , staff should call 911" was deleted. The number that should be used to report abuse or neglect is (919) 560-8424. This number is a 24/7 number.

Motion to approve changes Ms. Sykes. Second: Dr. Felder

c. Advocacy Committee (C. Dreisbach)

The Advocacy Committee is meeting at Intrepid Life Coffee & Spirits, located on W. Parrish Street on March 28, 2014 at 11:00 a.m. An update will be provided at the next board meeting.

IV. SPECIAL REPORTS

a. Durham Library Foundation Liaison Report (B. Tench)

The Foundation is funding the down payment for the book mobile. The Seed Library is also being funded by the Foundation.

There have been recent collaborations with Duke library for donor wall designs.

The Earn Your Stripes Campaign is moving positively toward the \$1.5 million goal and has reached just over \$900k.

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

Taxes on book sales will be less than what was expected. The book sale will be held on April 11, 12, and 13th. The Friends are exploring selling books online with Ebay and Amazon. It was questioned as to the possibility of using vouchers from donated money to purchase books.

V. OLD BUSINESS

a. Retreat Follow-Up (H. Felder)

Dr. Felder's goal is to involve his church in library services. He has spoken to his church about obtaining library cards for members but has not organized this project.

b. Trustees' Award: Changes to nomination form and notification

Gina will forward the revised Trustees' Award nomination form to BOT members.

VI. NEW BUSINESS

a. New Representative for the Art Committee

The Art Committee is in need of a new liaison from the board to serve on their committee. The committee is responsible for selecting artwork that is placed throughout the library branches.

b. New Trustee Appointment

A selection was made for the nomination for the BOT appointment. The nomination will be forwarded to the Clerk to be placed on the April BOCC agenda.

VII. ADJOURNMENT

Next Scheduled Meetings:

May 15, 2014 North Regional, 221 Milton Road

July 17, 2014 Stanford L. Warren, 1201 Fayetteville Street

Ms. Tench asked for a motion to adjourn. Dr. Felder made a motion and Ms. Chambers seconded. The meeting adjourned at 7:32 p.m.