



**CUMBERLAND COUNTY PUBLIC LIBRARY  
 BOARD OF TRUSTEE MEETING AGENDA**

**Meeting Date: Thursday, January 20, 2022**

**Meeting Place: Headquarters Library – Executive Boardroom**  
*(Enter through the patio door near the creek.)*

**Beginning Time: 9:05 a.m.**

**Approximate Ending Time: 10:30 a.m.**

EP	AGENDA ITEM	I	D	A
	<b>I. CALL TO ORDER</b>			X
	<b>A. Introduction of Special Guest: Friends of the Library West Regional Branch Representative Debra Melvin</b>	X		
✓	<b>II. APPROVAL OF TODAY’S MEETING AGENDA</b>			X
	<b>III. SWEARING IN: Newly Appointed Trustees Ariel Matthews and Bart Fiser – Director Faith Phillips</b>	X		
✓	<b>IV. APPROVAL OF DECEMBER 9, 2021 MEETING MINUTES</b>			X
	<b>V. DIRECTOR’S REPORT:</b>			
	<b>A. Introduction of new staff: Denice Enstine – Page at East Regional Library</b>			
	<b>B. Service Award Recipients:</b> <b>10 Year Awardee: Sabrina Taylor – IS Librarian I at Hope Mills Branch</b> <b>15 Year Awardee: Nydia (Teresa) Johnson – Library Technician at West Regional Library</b>	X		
	<b>C. Director’s Update</b>	X	X	
	<b>VI. OLD BUSINESS:</b>			
	<b>A. Strategic Visioning Discussion Continued – Director Faith Phillips</b>	X	X	
	<b>VII. NEW BUSINESS:</b>			
✓	<b>A. Proposed 2022 Board of Trustee Meeting Calendar – Director Faith Phillips</b>	X	X	X
	<b>B. Appointment of 2022 Trustee Nominating Committee Members (4) – Chair Irene Grimes</b>	X	X	
✓	<b>C. Discuss Board of Trustee Annual Topic Calendar – Director Faith Phillips</b>	X	X	
	<b>D. Discuss By-Laws – Article IV – Meetings (see page 2 of this agenda) – Chair Irene Grimes</b>	X	X	
✓	<b>E. Housekeeping Items: Trustee Sign up to attend 2022 Commissioner and Friends Board Meetings – Chair Irene Grimes</b>	X	X	
	<b>F. Trustee Attendance at County Commissioner’s Meetings – Chair Irene Grimes</b>	X	X	
	<b>G. Other Business: Board Orientation will begin following this meeting. Those involved include Faith Phillips, Irene Grimes, Ariel Matthews and Bart Fiser</b>	X	X	
	<b>VIII. ADJOURNMENT BY 10:30 A.M. OR EARLIER</b>			X

**Emailed Packet** – This represents documents and/or reports that are emailed to all Trustees one week prior to meeting.

**Information** – Materials or reports to be presented on this topic for informational purposes only.

**Discussion** – Discussion on this topic is desired. Action may or may not be taken.

**Action** – Board members are requested to act on this matter.



*The following information was excerpted from the Trustee By-Laws – revised 5/21/15.*

## **ARTICLE IV**

### **MEETINGS**

The Board of Trustees shall meet monthly on the third Thursday at 9:05 a.m., (except the months of July and August, when there are no scheduled meetings; and the December meeting, which is always the second Thursday of the month) at a place(s) designated by annual resolution of the Library Board of Trustees.

Special meetings may be called by the Chair, or upon the written request of four members of the Board, for the transaction of business stated in the request. Notice of all meetings shall be given by the Secretary, or the Secretary's designee, to all members at least three days in advance.

Meeting dates may be changed for sufficient and not arbitrary reasons. Any date changes must be presented to and voted on by the Board of Trustees with a clear majority in agreement of the change.

**QUORUM:** A quorum for the transaction of business shall consist of four members of the Board.

To conduct their business, the Library Board of Trustees shall follow the guidelines suggested in the UNC-CH Institute of Government's publication, *Suggested Rules of Procedure for Small Local Government Boards*.