

CUMBERLAND COUNTY PUBLIC LIBRARY & INFORMATION CENTER

MINUTES LIBRARY BOARD OF TRUSTEES FEBRUARY 18, 2016

I. CALL TO ORDER

Chair Montoya called the regular meeting of the Library Board of Trustees to order at 9:05 a.m. on Thursday, February 18, 2016 in the Boardroom of the Headquarters library.

Trustees Present: Chair Daniel Montoya, Vice Chair Brian Tyler, Donald LaHuffman, Connette McMahon, Paige Ross, Betsy Small and Katrina Tiffany

Present from the Library: Director Jody Risacher, Deputy Director Brian Manning, Division Manager for Collection Development & Infrastructure Cathy Rudelich, Marketing & Communications Division Manager Kellie Tomita, Service Award recipient(s) (see table below), and Admin. Coordinator to the Director Marili Melchionne.

A. INTRODUCTION OF SPECIAL GUEST(S): Friends of the Library Hope Mills representative Gail Riddle gave the following report:

- There are currently 288 Friends members for 2016.
- The Tuesday (February 16) book sale brought in \$2,767 and \$1,475 in memberships. The public book sale will take place this Saturday, February 20.
- The next Friends meeting will take place on March 1 and Chair Daniel Montoya is scheduled to attend on behalf of the Trustees.
- The Friends are following the Trustee's lead in regards to all Friends board donating to support the LET.
- Riddle also mentioned the many speakers that the Friends have and will sponsor this year.

II. APPROVAL OF TODAY'S MEETING AGENDA

MOTION: Trustee Tiffany moved to approve today's meeting agenda.

SECOND: Trustee McMahon seconded the motion.

DISCUSSION: None

VOTE: Unanimous

III. APPROVAL OF JANUARY 21, 2016 REGULAR BOARD MEETING MINUTES

MOTION: Trustee LaHuffman moved to approve the January 21, 2016 minutes.

SECOND: Trustee Tiffany seconded the motion.

DISCUSSION: None

VOTE: Unanimous

IV. DIRECTOR'S REPORT

A. Introduction of new librarian staff:

| Name | Title | Branch Location |
|--------------|-----------------------|-----------------|
| Gaby Kienitz | IS Librarian I – L&SH | Headquarters |

B. Service Award Recipients: Director Risacher recognized and honored the following staff members for their years of service with the library:

| Name | Title | Branch Location | Years of Svc. |
|----------------|----------------------|-----------------|---------------|
| William Fulton | Computer Technician | HQU | 5 |
| Megan Smith | Branch Manager | HPM | 10 |
| Sarah Thornton | YS Library Associate | HPM | 15 |

C. Director's Update:

1. Thank you card sent to donors of the Library Endowment Trust (LET):

All donors received a thank you card, but the larger donors received a special card signed by the Director and LET committee chair. At the upcoming Friends board meeting on March 1, both Roberta Waddle and Cumberland Community Foundation Director Mary Holmes will be speaking to the board about LET issues. At the Friends January meeting the decision was made to hire a consultant with the \$10,000 grant funds.

2. Funding for Replacement Computers:

The library is still expecting funds to replace laptop computers used for training, outreaches and classes through the Workforce Development Board. There may be issues with transferring funds from State to Local government slowing down the process.

3. New Library Service:

The library is offering a new database service called *Fold3* from Ancestry.com. The new database offers over 473 million original documents related to military history from the Revolutionary War to the war in Iraq. Users can also create a Memorial/Honor wall for military members of their family.

4. County Leadership Training – Crisis Communications:

The County, in partnership with the city, Fort Bragg and some other municipalities, hired a consultant to do crisis communications training this week. Risacher and Tomita attended all day training on separate days. The training was high quality and hands-on. Risacher spoke about an exercise crisis scenario that was offered and the solutions developed by the groups to manage the message.

5. Library Program Highlights:

- The library has been invited to participate in a pilot program to provide financial literacy programs for military families. There are two national groups associated with this partnership.
- Thirteen teens attended the Squishy Circuits program at extended reach behavioral health services program. This is a significant outreach program for kids outside mainstream programming.
- Over 20 attendees enjoyed the new “Let’s Get Moving” program hosted by the Hope Mills library at the recreation center.

6. Local & State History (L&SH) Room Display – Black Heritage Series:

There is an attractive display of Black Heritage Series stamps on the wall outside of the L&SH Room. Trustees are encouraged to visit.

7. Library in the news:

An article in the *Fayetteville Observer* brought attention to a program held at the library, though not sponsored by it. The program discussed the Islam religion and the wrongful, uninformed attacks against those who practice it.

8. Staff Success Stories:

- Library Associate Christopher Robinson at Cliffdale currently attends library school. He was awarded a \$5,000 scholarship, an all expense paid trip to attend the 2016 ALA Conference and an ALA membership.
- Library Awareness Coordinator Tiffany Torres was profiled in the *Fayetteville Observer* on Sunday in the “It’s My Job” section.

V. OLD BUSINESS

A. FY 2016-2017 Budget Update – Director Jody Risacher

Risacher reminded the board members that they will be voting to approve the budget at the March 17, 2016 meeting. Detailed budget books will be handed out in early March for use at the meeting. A meeting with county management has been scheduled for the end of March to talk about the supplemental needs – funds beyond the operating budget.

The county has informed departments that there will not be a target operating budget. The library will ask for a minimal increase for materials. The supplemental items were noted – replacement of computers (\$91,000 [non-recurring]) and a request for a YS Division Manager (\$70,108 [recurring]) for a total of \$161,108.

Chair Montoya asked the group to notice that the trustees will need to be available to attend the budget discussions in June, especially department head appeal to the commissioners. Actual dates will be forwarded as soon as they are scheduled.

VI. NEW BUSINESS

A. **Electronic Resource and Database Team Report – Mary Campbell, North Regional Branch Manager**

Campbell reported that electronic resources on the web page fall into two categories: the sites that library staff use and the ones customers use for their information needs. The resources are found on the library's website under the Resources and Research and Free Downloads tabs.

Statistics for FY 2015: 644,243 searches and checkouts of our electronic collection and 36% (174,690) were checkouts of eBooks and eAudiobooks. The most used eResources in order are: NC LIVE, TumbleBooks, NC Digital Library, and Ancestry Library Edition. Please note that Ancestry is the only electronic resource that cannot be accessed outside the library. All others allow remote access. NC LIVE is a group of databases aimed primarily at research and funded by the NC State Library.

The NC Digital site is the 3rd most used and it is unique as it has both eBooks and eAudiobooks. It also works with all types of Kindles, which his not the case for any other library vendor.

Brainfuse provides live tutoring through chat to all ages. It has a "HelpNow" feature used by all ages of students from 1st grade all the way up and Adult Learner site. This resource provides the assistance with resumes. We have reports that Brainfuse staff totally revamped a customer's resume for them.

The newest offering database, *Fold3* focuses on military and genealogical research from the National Archives.

B. **Emerging Adult Services & Programs Report – Jennifer Hatcher, Emerging Adult Services Specialist**

Hatcher spoke about the Teen talking points and staff trainings for interacting with teens in the library. She also discussed reaching disconnected youth through community organizations, the juvenile detention center, and alternative high schools and middle schools. She discussed visits to high schools and community outreaches.

The Thinking Money Grant, if received, will provide a traveling financial literacy exhibit for six weeks, staff training and a \$1,000 programming allowance. This year is the 10th anniversary for Librari-Con, and staff are continuing to plan. An overview of Teen Read Week and the past Vocational Job Fair were discussed. Hatcher discussed the upcoming Teen Tech Week and future job and financial literacy fairs. Hatcher discussed job and career programs and other programs for emerging adults. She ended with an overview of the Best Buy Grant and hands on examples of some of things that the grant purchased.

C. **Other Business: None**

VII. ADJOURNMENT

With no additional business to discuss, Chair Montoya adjourned the meeting at 10:16 a.m. on a motion by Vice Chair Tyler with a second by Trustee Small.