

CUMBERLAND COUNTY PUBLIC LIBRARY & INFORMATION CENTER

MINUTES LIBRARY BOARD OF TRUSTEES February 21, 2019

I. CALL TO ORDER

Chair Tyler called the regular meeting of the Library Board of Trustees to order at 9:05 a.m. on Thursday, February 21, 2019 in the Boardroom of the Headquarters library.

Trustees Present: Chair Brian Tyler, Vice Chair Belinda Wilkerson, Daniel Montoya, Paige Ross and Katrina Tiffany

Trustee Absent: Irene Grimes

Present from the Library: Director Jody Risacher, Marketing & Communications Division Manager Kellie Tomita, YS Division Manager Megan Smith, Programs & Services Division Manager Nora Armstrong, Division Manager for Collection Development & Technology Innovation Pamela Kource, Cliffdale Regional Branch Manager Mary DiRisio, North Regional Branch Manager Mary Campbell, Business Manager Jessica Hullender, Service Award recipients (see table below) and Admin. Coordinator to the Director Marili Melchionne.

Others Present: Friends of the Library Headquarters Representative Vito Amoroso

A. INTRODUCTION OF SPECIAL GUEST: Friends of the Library Headquarters Representative Vito Amoroso gave the following report on behalf of the Friends:

- On January 27 the Friends had their brief annual meeting and then author Wiley Cash spoke to 70 people about his latest book, *The Last Ballad*.
- Last week's book sales were very successful! Book sale revenue was \$11,902 and on Tuesday night, in spite of the road construction and rain, there were 175 customers and 93 memberships were processed that evening. The total membership revenue from that evening and the mail was \$2,102. As of 2/17/19 there are 370 members for 2019. This is great for the middle of February.
- The next book sales are May 14, 18 and 19.
- Vice Chair Belinda Wilkerson is signed up to attend the next Friends board meeting on March 5th and it will be held at the East Regional library starting at 6:00p.m.

II. APPROVAL OF TODAY'S MEETING AGENDA

MOTION: Chair Tyler moved to approve today's meeting agenda.

SECOND: Trustee Small seconded the motion.

DISCUSSION: None

VOTE: Unanimous

III. APPROVAL OF JANUARY 17, 2019 REGULAR BOARD MEETING MINUTES

MOTION: Chair Tyler moved to approve the January 17, 2019 minutes.

SECOND: Trustee Small seconded the motion.

DISCUSSION: None

VOTE: Unanimous

IV. DIRECTOR'S REPORT

- A. Introduction of newly promoted Librarian staff:** Director Risacher re-introduced Mary DiRisio as the new Branch Manager of the Cliffdale Regional Branch. DiRisio stated that she started at Cliffdale in 2011. She then became the Branch Manager at Bordeaux. She is happy to be going back to Cliffdale.
- 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.
Jessica Ferron	YS Library Associate	Bordeaux	5
MaryAnne Sommer	Branch Manager	Hope Mills	10

C. Director's Update:

1. Grant Funded by the Giving Circle (Cumberland Community Foundation):

The library has received a \$12,370 grant for Cumberland County's first *Story Walk*. A story walk consists of a series of signs posted along a path. Each sign shows an excerpt of a children's book about nature. Children/teachers/parents read the stories as they walk along. There is often an activity associated with the story excerpt to encourage activity and to explore nature.

This will take several months to complete. The materials are specially ordered. The installation is near the nature center at Clark Park. The completion is expected in late summer or early Fall.

2. Cumberland County Public Library chosen to be a NASA Globe Observer Test Site:

Because of the library's successful association with the NASA grant, CCPLIC is 1 of 4 libraries to be recipients of some additional funding for "Citizen Science Observations." Additional details will follow. Obviously impressed by the library's embrace of science, the organization will give \$1,000 to support further interest within the community.

3. New Library Service:

Four branches (Headquarters, Cliffdale, North and Hope Mills) now have 2D/3D scanners at the checkout counters. This will allow customers to use their smart phones (on which they have scanned the library's barcode) to check out materials.

4. East Regional Library Celebrates 20 years:

Director Risacher, Commissioner Glenn Adams and several staff members joined in a celebration of East Regional's 20 year anniversary. A chapter of Jack & Jill, a national organization, was meeting at the library. Its members came in and joined in the celebration. Cake was served. Both children and adults enjoyed activities.

5. Successful Library Programs:

- ✓ Civil War Quiz Bowl (an annual event at the library) had 64 participants on January 24.
- ✓ Latin Rhythm Dance program at West Regional had 22 participants on February 2.
- ✓ Harry Potter Book Night: Hogwarts School of Witchcraft and Wizardry had 209 participants on February 7 at Headquarters library. It was a real family night.
- ✓ Teen Scene: 3D Printing at Headquarters library had 15 teens in attendance on February 7
- ✓ Four local meteorologists visited the North Regional library for the annual North Carolina Weather programs from January 22 to February 11 ~ 1,102 school-age children attended.
- ✓ Business Essentials: Overview of Business Plans program at Headquarters had 15 people attend.

6. 2nd Chance @ Success Grant:

Project Manager Mary DiRisio and Library Awareness Coordinator Samantha Belmont were in photographs with various service providers. Grant-funded materials to help ex-offenders find employment were provided, as well as information about library services. Belmont will follow up and refresh the materials at the various locations.

7. 4th Annual Fall in Love with Math, Science and the Arts Expo:

Library Awareness Coordinator Samantha Belmont and Cliffdale Library Associate Carina Chun shared library resources, promoted upcoming children's programs and created pipe cleaner and glow-in-the-dark bead constellations with 239 guests at Fayetteville State University in the Department of Elementary Education/College of Education (Capel Arena) on February 16.

8. Star Party Training ~ NC Science Festival:

Youth Services staff are preparing for the Star Party at the NC Science Festival. The training was held on February 4th. West Branch and the Botanical Gardens are locations for the events in April.

9. Local & State History Exhibit – Where Healing Begins: Cumberland County's Medical History:

Risacher informed the group that one of the L&SH librarians has museum experience. She was able to acquire some unique materials on loan from small museums. The group was invited to stop by and take a look at the exhibit.

10. February Friends of the Library Book Sale Success:

The February book sales were very successful with book sale revenue at \$11,902 and Membership revenue at \$2,102.

11. Friends Annual Meeting and Author Event – Wiley Cash:

There were 70 people in attendance to listen to Wiley Cash talk about his book, *The Last Ballad*.

12. Library Endowment Fund (LEF) Committee Update:

The committee met on January 22. Staff from Cumberland Community Foundation (CCF) gave a presentation on funds and the organization. On February 13, LEF committee members and a few library staff members attended a workshop at CCF.

On February 20 the Trivia Night Fundraising Committee met to discuss the details of the event. Friends President Stephanie Dixon is co-chairing the project along with Vito Amoroso, Friends Board member.

The LEF committee will meet again on February 26.

V. OLD BUSINESS

A. Review & Approve FY 2020 Budget – Library Director Jody Risacher:

Risacher provided some brief background about how and why money is moved around. The memo included with the budget binders gives more details. This is a flat budget except for a request for funds to cover the cost of purchasing outside book drops.

This budget reflects the library's changing needs. Some cost reductions were included based on past spending.

The floor was opened up to questions. Trustee Tiffany asked about the amount included for fuel because of the rising gas prices. She also asked about the \$3,000 that is being spent on the yellow pages. She wondered if it was perhaps a county requirement.

Risacher stated that the library has traditionally had a yellow page presence. There will be some changes with the phone system. The library will have one single number for all branches. This will enable us to drop some phone lines and save money. One number will simplify the process of changing messages across the system (for example, in the event of inclement weather). A Yellow pages presence may not be needed. It is possible that those charges will not be included in the budget next year. Tiffany indicated that all of the county departments are listed in the white pages. She inquired if there was a requirement for a yellow page listing. Risacher stated there is no requirement and the listing will be reviewed.

Risacher stated that staff will continue to monitor gas prices and a best-guess is used in determining the amount needed for fuel.

Revenue Discussion: The main source of revenue is State Aid to Public Libraries. That is why a big effort is made to contact our legislators. The \$14.7 million allocated to State Aid is just a small part of the state budget and yet it means a great deal to public libraries. CCPLIC received a little more of its allocation this year. Allocation is based on a formula that changes based on current conditions.

The strategy is to under-budget because the local allocation is uncertain each year.

The fines and fees revenue line was decreased as the previous budgeted amount was not met. One reason for the decline in fines is because there are many more notification technologies for overdue materials. There are libraries that have eliminated fines for youth materials due to the evidence that this increases use. This would benefit lower-income families.

MOTION: Trustee Ross moved to approve the FY 2020 budget.

SECOND: Vice Chair Wilkerson seconded the motion.

DISCUSSION: See above.

VOTE: Unanimous

VI. NEW BUSINESS

A. Proposed Policy Revisions (Art Reproduction and Memorials Policy)

Referencing the two proposed policy changes that were sent to the board, Risacher stated that the changes are minor. Changes are proposed for clarification purposes.

The other proposed policy change is the Memorials Policy. The name of the fund needs to be updated.

MOTION: Chair Tyler moved to approve the proposed policy changes.

SECOND: Vice Chair Wilkerson seconded the motion.

DISCUSSION: None

VOTE: Unanimous

B. E-Resource and Database Team Report – North Regional Branch Manager Mary Campbell

Campbell is the chair of a committee which reviews online resources. She highlighted the access points to E-Resources from the library's webpage as being under Resources and Research and Free Downloads. The eBook, eAudio and eMagazines areas are seeing the most growth (25%) for this fiscal year thus far. The school visits and provision of school access cards to teachers for classroom use is credited with the increase as well as the expansion of eMagazines on the NC Digital Library site. The only new addition ties in with our success with school audience. TumbleMath has special instructions for parents and teachers so either group can utilize to help students with math.

C. Other Business: None.

VII. ADJOURNMENT

With no other business to discuss, Chair Tyler adjourned the meeting at 9:51 a.m.