

CUMBERLAND COUNTY PUBLIC LIBRARY

MINUTES LIBRARY BOARD OF TRUSTEE MEETING FEBRUARY 17, 2022

I. CALL TO ORDER

Chair Grimes called the regular meeting of the Library Board of Trustees to order at 9:05 a.m. on Thursday, February 17, 2022 in the Boardroom of the Headquarters library.

Trustees Present: Chair Irene Grimes, Vice Chair Ann McRae, Dennis Cedzo, Jeremy Fiebig, Bart Fiser, Ariel Matthews and Pamela Story

Present from the Library: Director Faith Phillips, Community Engagement Division Manager Nora Armstrong, Collection Development Division Manager Pamela Kource, Learning & Innovation Coordinator Heather Hall, service award recipient (see table below) and Admin. Coordinator to the Director Marili Melchionne

Others Present: Assistant County Manager Sally Shutt

A. INTRODUCTION OF SPECIAL GUEST: Friends of the Library East Regional Branch Representative Marty Williams gave the following report on behalf of the Friends of the Library:

- ✓ **Membership Report:** As of February 15, 2022 there are 264 members for 2022.
- ✓ **Book Sale Revenue Report:** The Friends book sales are scheduled for next week, members can shop on Monday, 2/21 and Tuesday, 2/22 from 12-6. The public can shop on Friday, 2/25 from 1-5 & Saturday, 2/26 from 10-4.
- ✓ Pamela Story is the trustee that signed up to attend the March 1 Friends Board meeting.

II. APPROVAL OF TODAY'S MEETING AGENDA

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

SECOND: Trustee Cedzo seconded the motion.

DISCUSSION: None

VOTE: Unanimous

III. APPROVAL OF THE JANUARY 20, 2022 REGULAR BOARD OF TRUSTEE MEETING MINUTES

MOTION: Chair Grimes clarified that Ann McRae and Jeremy Fiebig are in fact eligible for a second term. With that clarification, Trustee Fiebig moved to approve the January 20, 2022 Trustee meeting minutes.

SECOND: Trustee Matthews seconded the motion.

DISCUSSION: None

VOTE: Unanimous

IV. DIRECTOR'S REPORT

A. Introduction of new staff: None

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

Name	Title	Branch Location	Years of Svc.
Naomi Allen	Page	North Regional	10
Katherine Spencer	Library Technician	Bordeaux Branch	30

C. Director's Update – Director Faith Phillips shared the following report:

1. Library Updates:

- a) **Expansion of Sundays:** The expansion of Sunday hours will be evaluated again in March as we continue to navigate the pandemic and staffing.
- b) **CC Reads Program on BOCC Agenda:** There are three items of interest to the library that will be on Monday evening's Commissioner's agenda:
 - ✓ Replacement of the boiler at Headquarters Library
 - ✓ Cumberland County Reads Program – Phillips shared that there have been wonderful vision sessions and discussions about how to improve circulation, awareness and promote our library. Recently in a leadership team meeting the group agreed that marketing starts at home. The first part was to determine how many of our library staff have library cards and out of 154 staff members, only 3 recently hired staff did not have a library card. Next is the Cumberland County Reads program which is the “Rocking Employee Access and Delivery Service (READs)” program. The goal is to waive the out of county library card fees for Cumberland County government employees so they can have a library card no matter their county of residence as a part of their employment. Once it goes through the consent agenda on Monday, 2/21, then we will be able to work with different county departments to have library card sign ups, promote awareness of resources and work to expand our marketing and awareness of the library through the different county departments.
 - ✓ The library received an ALA Humanities Grant for \$10,000. Programs Division Manager Carla Brooks and her team came up with a proposal to bring in an author to speak with students at the Ramsey Street Alternative High School. We are looking to bring in an author who will work with students with a writing workshop. We wanted to work with students at an alternative school as they are historically students who are underserved and we wanted to give them a personalized program where they can have that one-on-one author experience. Our Emerging Adult Services Specialist Jessica Jones is the one who wrote the grant proposal and was the first one she had ever written and she did a great job.
- c) **Documenting the Enslaved Project:** Another project that we have going on at the library is with our Local & State History (L&SH) Dept. in collaboration with the Register of Deeds with the River Jordan Council on African American Heritage and Culture with Fayetteville State University, University of Greensboro and other organizations. The project is the “Documenting the Enslaved Project” which has to do with transcribing property records so that folks who are descendants of those who were enslaved can trace their family trees. It is very similar to the Freedmen's Transcription Project. This is an awesome project and we're very excited that the library is a part of it. Our L&SH librarians are working to bring folks together.
- d) **Changes at some Library Locations:** You will start seeing changes at some library locations, we will be moving things around. During October and November 2021, we had budget audits at all locations and asked the branch managers for their vision for their branch. Heather Hall is working to write an LSTA two year project grant from the State Library for \$200,000 to help build our capacity. The first year of that is funded and the focus will be on Headquarters library. The plan is to bring in Maker Tech in an effort to bring innovation and to change our spaces. At Headquarters we will be moving all of the adult fiction stacks from upstairs to downstairs. We will make the second floor an interactive youth and family-focused space. Story time will be moved out of the little story time room and we're going to turn that room into a creation and maker station where creators of all ages can come in and do podcasting, green screen and all kinds of fun maker and creative activities. We will bring story time into the corner of the room upstairs where we have that beautiful blue wall with the mural and the lights.

We will also be working at West and major changes have been made in the teen room. During the audits, especially at West and East Regional we found that our huge teen populations were not being served. This fact also came out in the study that was done by Dr. Chow in 2019/2020.

We are working on dedicated teen spaces in those locations to foster teen engagement and collaborations so West is ripping out counters, moving stacks and creating open space. We're going to be getting cool seating and gaming software to really create a teen-centric space and the same thing is happening at East. There will be changes at some of our locations as we work to better serve our community and meet the needs that have been expressed.

One final update is that Heather Hall is gathering information about the grant project and working with our home school families to see what they are interested in because we want to serve them as well. She had ten replies within five minutes and the response has grown since then. We've signed two Memorandums of Understanding with public charter schools: Capital Encore Academy (650 students) and Alpha Academy (900 students) for our student access card initiative. That means that their student ID numbers are now their library card numbers.

V. OLD BUSINESS – NONE

VI. NEW BUSINESS

A. Proposed Policy Revisions – Rules Governing the Use of the Library (Section 5 – Security Policies) Director Faith Phillips

Phillips shared that the leadership team has been reviewing all of our policies and procedures. The team started with the *Rules Governing the Use of the Library*. We want our libraries to be a place where people feel welcomed and included. The library leadership team and the management team took a very deep dive and the questions that Phillips asked were: What is the purpose of this rule, what is it getting at? Are we targeting a population, what's the base behavior that we're trying to get to? This resulted in significant changes to the rules governing the use of the library.

For example there is an existing rule where groups of four or more would not be permitted. That became the base that was targeting teenagers in a group. If we have six kids studying, is that a problem? Or is it the behavior when the behavior becomes disruptive? Or if they are being loud – it is not the group of kids, it's the disruptive behavior.

As our policies are voted on by this board, I am bringing the proposed changes to you for your discussion and approval.

MOTION: Trustee Ariel Matthews made a motion to accept the policy changes as presented.

SECOND: Vice Chair Ann McRae seconded the motion.

DISCUSSION: None

VOTE: Unanimous

B. Innovation and E-Resources Team Report – Learning & Innovation Coordinator Heather Hall

Hall provided a summation of the Innovation and e-Resource Team’s updates. She discussed features available on the new website, including services offered like Book Match, a library-hosted Reader’s Advisory service that offers customized titles to customers based on their submitted preferences. She discussed updates to e-Resources, including: magazines are no longer part of our digital offerings, Libby (application) needs to replace OverDrive and the team’s exploration of a new e-Resource, Ebsco’s The American Mosaic: The African American Experience. She also discussed a new social media campaign that debuted last week, #FindItFriday, where the library’s social media provides information related to e-Resources available to our community. She provided a statistical overview and comparison for e-Resources for Fiscal Years 2021 and 2022. Hall’s update concluded by discussing an LSTA grant proposal for the upcoming fiscal year that focuses on community-based capacity building.

- C. **Other Business:** The group discussed who would attend the upcoming Board of County Commissioner’s meeting on Monday, February 21, 2022 and Chair Grimes and Trustee Matthews agreed to attend the meeting along with Director Faith Phillips who will give a presentation about the Story Telling Festival.

VII. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:46 a.m.