

CUMBERLAND COUNTY PUBLIC LIBRARY & INFORMATION CENTER

MINUTES LIBRARY BOARD OF TRUSTEES JUNE 16, 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, June 16, 2016 in the Executive 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, Marketing & Comm. Div. Manager Kellie Tomita, Div. Manager for Collection Development & Infrastructure Cathy Rudelich, Div. Manager for Programs & Services Nora Armstrong, YS Div. Manager Megan Smith, East Regional Branch Manager Birch Barnes, Emerging Adult Services Specialist Jennifer Hatcher, Library Learning & Innovation Manager Tiffany Hayes, Computer Tech Darryl Ferguson, and Admin. Coordinator to the Director Marili Melchionne.

A. INTRODUCTION OF SPECIAL GUEST(S): Friends of the Library North Regional Branch Representative Flora McLain reported on the following Friends activities:

- There are currently 377 Friends members for 2016.
- The May book sales brought in a total of \$7,261 in revenue. The next book sales will be in August – members-only on Tuesday the 9th and the public sale will be on Saturday the 13th.
- We are happy to welcome our new Treasurer, Trustee Connette McMahon.
- The next Friends meeting will take place on Tuesday, July 12th and Betsy Small is scheduled to attend on behalf of the Trustees.

II. APPROVAL OF TODAY'S MEETING AGENDA

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

SECOND: Trustee McMahon seconded the motion.

DISCUSSION: None

VOTE: Unanimous

III. APPROVAL OF MAY 19, 2016 REGULAR BOARD MEETING MINUTES

MOTION: Trustee Small moved to approve the May 19, 2016 meeting minutes.

SECOND: Trustee Ross seconded the motion.

DISCUSSION: None

VOTE: Unanimous

IV. DIRECTOR'S REPORT

A. Introduction of new Librarian staff:

Name	Title	Branch Location
Niambi McLaurin	YS Librarian I	SPL

B. Introduction of YS Division Manager Megan Smith: Risacher introduced newly promoted YS Division Manager Megan Smith. In addressing the trustees, Ms. Smith expressed her delight in accepting the new position. Her first position for the system was in Headquarters as the YS Manager. She was promoted to the Hope Mills Branch Manager where she remained till this promotion. She views the Youth Services Division Manager as a dream position.

C. Service Award Recipients: None

D. Director's Update:

Risacher informed the board members about the misleading content within a recent article in the newspaper entitled, "Police Probe Threat near downtown library." The situation happened at 5:00p.m. and was a result of a series of miscommunications. The incident occurred off of the library's property, but some of the parties involved came on to library property. The police and a reporter followed them to the library.

The Hope Mills branch has been closed for several days due to HVAC problems. Yesterday the parts came in and county maintenance worked to get the system functioning. The maintenance crew will continue to work to get the compressor working today.

1. County Budget Process:

On Tuesday, June 7th, Risacher and Trustee Tiffany attended the Department Heads budget appeal meeting. Risacher addressed the commissioners and gave out a library advocacy brochure emphasizing library work force development activities, early literacy and other library achievements. Commissioners Adams, Council, and Evans made remarks in support of the library. The public hearing was held on Monday, June 13th. Both Friends President Angela Ray and her son Alizdair spoke to the Commissioners about the importance of the library.

The budget passed at the Monday meeting. It includes a one-time \$800 stipend for all full time county employees. Part time employees will receive a prorated amount.

2. Library Services Technology Act (LSTA) Early Literacy Grant Received:

The library received a \$46,000 grant through the state library to expand early literacy centers at each branch. YS Division Manager Megan Smith is the project manager. The work and spending will begin in the new fiscal year. This project will be very involved and provide many new experiences for visiting children.

3. Library Endowment Fundraising Update:

A new mailing was sent out to endowment donors the first week in June. A meeting with Marketing Consultant Jean Harrison to discuss the formation of focus groups with staff and existing donors was held.

4. Changes in library staff:

Risacher announced that Deputy Director Brian Manning has resigned to take a library director position at Appomattox Regional Library System in Hopewell, Virginia. His last day will be July 1. Statewide and internal recruitment for the position has already begun.

5. Headquarters Library 30th Anniversary Celebration:

The celebration on Sunday, June 12th was very successful and several trustees attended the event. Some dignitaries were also in attendance. Commissioner Evans was one of the featured speakers. The next day, the event and Architect Dan MacMillan were featured in separate articles in the *Fayetteville Observer*. Former library director Jerry Thrasher's photograph was prominently displayed in the article.

6. NC Cardinal Meeting:

On Tuesday, Risacher and Division Manager Cathy Rudelich attended the annual NC Cardinal membership meeting in Chapel Hill. Risacher serves as a governing board member for the consortium. Thirty-four percent of the state's counties will be in the consortium by 2017. Bladen and Scotland Counties are next to join. It is a very complex system and the state works to honor each system's autonomy with regard to local policies on fines and fees. Managing the growth when additional library systems join the consortium is a challenge for the state library.

The library's monthly statistics show how many items are borrowed from outside of the county's library system. The shipping through UPS is very expensive and the state library is looking at another courier services with which to contract. Literally hundreds of boxes are coming and going throughout the state on a daily basis.

7. Library Awareness Coordinator receives Certificate of Appreciation:

Library Awareness Coordinator Tiffany Torres and other library staff attended a luncheon at Ferguson-Easley Elementary. Torres received a certificate of appreciation for attending the school's career fairs and providing free books to the school. Many positive remarks were made about the library at this event.

8. Citizen's Academy Survey:

In late April, Risacher gave a presentation to the Citizen's Academy participants. She recently received feedback from the County's communication department that the participants enjoyed the presentation. One person made the comment, "I never realized the library had so much to offer." Risacher had initially remarked at the beginning of her presentation that she expected many of the attendees will be surprised at the library's range of services.

9. Successful library events:

Risacher shared photos and information about the following successful library events: 4th Friday's Second Time Around, Cracking the Codes of Racial Bias, Mystery Play: The Downhome Dealers; Bike Rodeo, ABC Mouse production Team; Teen Craft: Knitting; Story Time with Pout-Pout Fish, Be a Fairy Ballerina, Story Time with Scrubby Bear and Pancho Villa vs. the U. S. Army.

10. Additional speed bumps at North Regional library:

Commissioner Adams assisted in having additional speed bumps installed on the parking lot at North Regional library.

11. Donated Artwork – now on display at East Regional Library:

The artwork donated earlier this year by Terri Union found a home at East Regional library near the front entrance.

12. Word Cloud created based on Book-A-Librarian Services:

Marketing & Communications Division Manager Kellie Tomita created a word cloud consisting of terms used by staff to describe Book-A-Librarian services that took place in April. The prominent words include Technology, Career and Job.

V. OLD BUSINESS

A. FY 2017 Library Budget Update – Director Jody Risacher

The amount of the approved budget is \$11.3 Million for all three entities, the library, court library and Smart Start.

There has been a new development with the Smart Start Raising A Reader program. Program Coordinator Vicki Sellars has tendered her resignation and is retiring as of June 30, 2016. Risacher contacted the interim CEO at the Partnership, since Director Eva Hansen retired. It is not clear how soon the position will be filled.

B. Recap of the State Library Board Training – Review Tasks – Director Jody Risacher

At the training in April, State Library Consultant Molly Westmoreland and the Board of Trustees agreed upon a list of tasks. The group had the following discussions:

Trustee Tiffany suggested that newspaper columns at this time are not needed. Trustee LaHuffman does agree with the idea of a coffee hour/breakfast for the commissioners.

Risacher stated that a couple years ago the library hosted a breakfast (called “Good Morning Library”) in February. Local elected officials, County Commissioners, state legislators and leaders of various local organizations attended. Many attendees gave impromptu testimonials to the effectiveness of the library in providing needed services.

Trustee LaHuffman suggested that we again host this event early in the year and tie in with the congratulations to the elected officials.

Other comments included the following: Trustee Ross suggested that thank you cards to Commissioners be tied to specific events such as Librari-Con. Trustee Small suggested that the invitation and the thank you card graphics to events tie together.

Trustee Tyler suggested that the task list be reviewed at trustee meetings on a quarterly basis.

VI. NEW BUSINESS

A. Innovation Review Team and Staff Development Reports – Library Learning & Innovation Manager Tiffany Hayes:

Hayes gave a presentation on staff training and the Innovation Review Team. She included information on county training, conference attendance, Staff Development Day, book bundles and Tech Tuesdays.

B. Jobs & Career and Small Business Library Activity Reports – East Regional Branch Manager Birch Barnes:

Barnes presented a summary of the library’s jobs and careers programs and services. He discussed the partnership that the library has with the Workforce Development Board and the grant that they provided to allow the purchase of tablets and computers for all library branches.

Barnes highlighted the library’s focus on the emerging adult population and the growing attendance at Vocational Job Fairs. Additionally, Barnes discussed the library’s role in providing staff and computers to assist job seekers at the Department of Social Services annual March Into Work Job Fair. Barnes also pointed out that the library’s Book-A-Librarian (BAL) service continues to help customers with their resumes and employment applications.

C. Other: 3D Printer Demonstration – Emerging Adult Services Specialist Jennifer Hatcher

Hatcher noted that the 3D printer finished printing a whistle. There have been two 3D printer programs, one at Headquarters and one at Spring Lake. Since the printer cannot be transported, the participants used *Tinker Cad* to design the project so that it can be printed at Headquarters. She described the optimum ways to print to get the best results.

VII. ADJOURNMENT

With no other business to discuss, Chair Montoya adjourned the meeting at 10:20 a.m. on a motion by Trustee Small with a second by Vice Chair Tyler.