

CUMBERLAND COUNTY PUBLIC LIBRARY & INFORMATION CENTER

MINUTES LIBRARY BOARD OF TRUSTEES May 16, 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, May 16, 2019 in the Boardroom at Headquarters Library.

Trustees Present: Chair Brian Tyler, Vice Chair Belinda Wilkerson, Irene Grimes, Katrina Tiffany and Betsy Small

Trustee(s) Absent: Daniel Montoya and Paige Ross

Present from the Library: Director Jody Risacher, Deputy Director Cotina Jones, Marketing & Communications Division Manager Kellie Tomita, YS Division Manager Megan Smith, Programs & Services Division Manager Nora Armstrong, East Regional Branch Manager Birch Barnes, New Librarian and key staff (see table below) and Admin. Coordinator to the Director Marili Melchionne.

Others Present: Commissioner Charles Evans and Friends Headquarters Representative Eric Hyman

A. INTRODUCTION OF SPECIAL GUEST(S): Friends of the Library Headquarters Representative Eric Hyman gave the following report on behalf of the Friends of the Library:

- There are currently 438 Friends members. A successful Members-Only book sale was held on Tuesday night. Book sale revenue was \$3,481 and membership revenue was \$614. Hyman remarked that the money received from book sales and membership dues provides funds for award winning speakers/authors.
- The next book sales are this weekend, May 18 and 19.
- Trustee Betsy Small is signed up to attend the next Friends board meeting on July 9. It will be held in conference room #3 at the Headquarters 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 Wilkerson seconded the motion.

DISCUSSION: None

VOTE: Unanimous

III. APPROVAL OF APRIL 18, 2019 REGULAR BOARD MEETING MINUTES

MOTION: Chair Tyler moved to approve the April 18, 2019 minutes.

SECOND: Trustee Tiffany seconded the motion.

DISCUSSION: None

VOTE: Unanimous

IV. DIRECTOR'S REPORT

A. Introduction of new Librarian and key staff:

Name	Title	Branch Location
Lisa Dean	IS Librarian I	North Regional
Traci Cardenas	Admin. Program Officer I	Headquarters

B. Service Award Recipients: None

C. Director's Update:

1. Arts Council Grants Awarded:

On the previous day, we were informed that the library has been awarded the following grants:

- ✓ \$6,000 for the 11th Annual Storytelling Festival
- ✓ \$7,500 for *Musical Me* – a partnership with the Fayetteville Symphony Orchestra. The library will have music programs for children.
- ✓ \$1,000 for Artisan Alley – this is for individual artists to sell their creations and there will also be a couple artistic demonstrations.
- ✓ \$3,500 for *Passports* – a partnership with Cape Fear Regional Theatre. There will be programs to help children learn how to write theatre scripts.

2. Library Job Fair:

The May 8, 2019 Job Fair attracted 338 job seekers. East Regional Branch Manager Birch Barnes will give details in his upcoming report.

3. Local & State History (L&SH) Display:

There is a new display outside of the L&SH room entitled *Trials & Tribulations: True Tales of Transportation*. Library staff borrowed items from the Transportation Museum for the display.

4. Successful Library Programs:

- ✓ Community Conversations: A House Divided had 22 attendees.
- ✓ NC Science Festival: There were 34 programs and 803 participants.
- ✓ April is National Poetry Month and Hope Mills branch held a Recycled Poetry program in April.
- ✓ Award winning spoken word artists Dasan Ahanu and Lejuane “El Ja” Bowens facilitated the Creative Writing Workshop for which there were 14 attendees.
- ✓ SERNC Poetry Writing Workshop & Open Mic had 29 participants. Eighty people also attended the SERNC Nerd Slam which was held at the Sweet Palette restaurant.
- ✓ Adults and children enjoyed programs at Cliffdale in celebration of Earth Day.
- ✓ L&SH staff hosted three programs: From Market House to Maiden Lane: Cumberland County Public Library History; Chesnutt at Twilight and Beyond Matthew's Begats: Writing a Non-Boring Family History.
- ✓ Forty crafters participated in the third annual Crafts Swap-Spring Cleaning program.
- ✓ Outreach Program: Easter Bunny Storytime at Cross Creek Mall had 73 interested youngsters.

5. Cumberland County Youth Detention Center Volunteer Appreciation Luncheon:

The Cumberland Regional Juvenile Detention Center invited various businesses and organizations to a Volunteer Appreciation Day luncheon to thank them for working with their youth. Emerging Adult Services Specialist Kohnee Harmon has been visiting regularly to offer library services.

6. New Service Coming Soon – Engaged Patrons:

Starting June 1, patrons who sign up with this service will receive alerts when their favorite authors have a new book available.

7. Intern Selected:

The library received a grant to hire a young intern for the summer to work at the library and explore the profession of librarianship. There were dozens of excellent candidates who applied. The first activity of the grant will be a trip to Chicago for orientation with the librarian mentor, Tonya Minor.

8. Library Employees Receive Recognition for Longevity:

Five library staff members were among the many other county employees who were recognized for their years of service to the county.

9. Library In the News:

An article in the Fayetteville Observer described a Women's Giving Circle (WGC) grant award event. The library received a sizeable grant from WGC to provide a Storywalk. This was a quiet celebration at a private residence.

10. Deputy Director speaks to Citizen's Academy Graduates:

Deputy Director Cotina Jones was the presenter at the May 7 event. Trustee Irene Grimes was one of the participants. Several positive comments about the library from the program evaluations were read. It was noted that the presentation was rated *Excellent*.

11. Friends of the Library Author Event:

Container gardening author Maggie Stuckey presented at the North Regional library on May 4. One of the lucky 15 attendees walked away with a potted plant created by Stuckey.

12. Friends of the Library Members Only Book Sale:

There were 160 customers who attended the members only book sale and \$3,481 was collected from the purchases made.

13. Library Endowment Fund (LEF) Committee Update:

The fundraising committee meets on the fourth Tuesday of every month. The Friends Board voted to schedule a Trivia Night fundraising event on September 18 at ScrubOaks Pub off of Ramsey Street. The Fayetteville Association of Realtors will be making a \$500 donation to the LEF. Committee Chair Marty Williams will help sell commemorative cancelled stamps related to the new baseball stadium/team on Sunday, May 19 and the proceeds will go to the LEF.

14. Upcoming Events:

Staff Development day is tomorrow, May 17 from 8:00 to 11:30. Trustees are invited to attend. The County's Public Budget Hearing will take place on Monday, June 10. The Spring Lake Branch's 20th Anniversary will take place on June 19th at 2p.m.

V. OLD BUSINESS

A. Trustee Nominating Committee – Recommendation of candidates to fill two vacant positions – Committee Chair Paige Ross:

With the absence of Committee Chair Ross, Board Chair Tyler read the 2019 Nominating Committee Charge: Trustees Daniel Montoya and Betsy Small will complete their second terms on December 31, 2019 and neither are eligible for reappointment. The committee members will plan to meet prior to the June 20 Trustee meeting to discuss a roster for interviews and ascertain availability of committee members during the summer for Trustee interviews.

During the summer, the nominating committee will conduct interviews of potential candidates and bring their recommendations to the September 19 Trustee meeting to be approved by the full board. Subsequently the two candidate's names will be presented at two County Commissioner's meetings before they are approved.

VI. NEW BUSINESS

A. Proposed Policy Revisions – Director Jody Risacher:

The policies under discussion included the policies for the libraries' Activity Rooms, Computer Training Lab and the Conference Rooms. The only policy that is recommended for change is the Computer Training Lab. The title of the room should be changed to: Headquarters Computer Training Lab/Classroom/Dual Use Room to remain consistent with other documents.

MOTION: Chair Tyler moved to approve the revised policies as presented.

SECOND: Trustee Wilkerson seconded the motion.

DISCUSSION: None

VOTE: Unanimous

B. State Library Comparison Report – Deputy Director Cotina Jones:

Deputy Director Cotina Jones presented the annual NC Public Library Comparison Report. The report is compiled using NC State Library statistics for FY 2017/2018. Each year Cumberland County compares itself with six other large North Carolina counties. Cumberland County remains 5th in total population. Cumberland County was 7th in print circulation. Circulated items totaled 1,012,720 during FY 2017-2018. Cumberland County was 6th in per capita program attendance. During FY 2017/2018, there were 91,645 attendees at 3,232 library programs. Finally, Cumberland County was 3rd in the total number of Internet workstations (402). Cumberland County was 1st in the number of stations per 5,000 people (6.10).

C. Employment & Small Business Task Force (ESBTF) Report – East Regional Manager Birch Barnes:

East Regional Branch Manager and ESBTF Chair Birch Barnes discussed the partnerships the library has in the community, including the Center for Economic Empowerment & Development (CEED), the Department of Social Services (DSS) and the Fayetteville Cumberland Reentry Council (FCRC). Barnes also reviewed job & career programs in general and the library job fairs specifically. He explained the changes to the 2018 Library Job Fair and moving forward, as a result of Hurricane Florence. Barnes highlighted the Book A Librarian services that the library provides and also discussed the small business programs that Small Business Coordinator Jane Casto presented and facilitated during the year. Barnes talked about the partnership between the library and the FCRC, specifically the joint Job Fair/FCRC Reentry Fair that took place in May. For the DSS March Into Work Job Fair, 119 people were assisted by library staff at the Internet Job Café station. For the May 2019 library job fair, 338 job seekers attended the event. Overall, a total of 2,216 participants have attended 876 programs.

D. Summer Reading Program (SRP) – Incentives Display – Programs & Services Division Manager Nora Armstrong and YS Division Manager Megan Smith:

Programs & Services Division Manager Nora Armstrong shared details of the adult portion of Summer Reading with the Board. She explained the process for earning the premium – a limited-edition mason jar mug with straw and discussed the large branch prizes and overall grand prize. Armstrong thanked the Friends of the Library for their continued generosity and support of library programming, including Summer Reading.

YS Division Manager Megan Smith spoke about the children's SRP incentives. The theme of the Children's SRP is *A Universe of Stories*. The program is for children, birth through fifth grade. They can read, be read to, or attend library programs and receive incentives: For five hours they can pick from a groan tube, rubber duck, or space glider. For reading ten hours they can pick out a book and for 20 hours they will receive a science book bag.

The Teen SRP theme is also *A Universe of Stories* and teens who read for five hours will be able to choose from a tangle junior bracelet or cell phone wallet. If they read for ten hours they may choose a book. If they continue to read in five hour increments or participate in teen programs throughout the summer they can enter in a drawing to win an Amazon gift card.

For the babies, they will receive bibs as alternate prizes for five and 20 hours. With every five additional hours of reading, they will be entered in a drawing to win a Barnes & Noble gift card.

Programs will tie into space and connect with the library's NASA @ My Library Grant, one of 75 in the country to receive this grant. The library also received a \$10,000 grant from Cumberland Community Foundation for Summertime Kids (STK) which will provide books and book bags to campers from underserved backgrounds. Special programs include visits from *Llama Llama* and *Emmet* from the *LEGO Movie* and performers Mad Scientist and Lee Bryan, also known as That Puppet Guy.

- E. Other:** Regarding attendance at the Public Budget hearing, Chair Tyler let the group know that historically the Trustee Chair and Friends President have signed up to speak at the public budget hearing and thank the Commissioners for all they do for the library. Tyler recommended that the Friends be asked to concede their time and he will plan on attending the meeting and speak briefly to say thank you for their support.

Commissioner Evans shared that it is clear that the library is an organization that appreciates what the Commissioners do. He told Chair Tyler to feel free to speak at the at the public hearing if he wants to.

VII. ADJOURNMENT

With no other business to discuss, Chair Tyler adjourned the meeting at 10:03 a.m.