

CUMBERLAND COUNTY PUBLIC LIBRARY & INFORMATION CENTER

MINUTES LIBRARY BOARD OF TRUSTEES May 19, 2016

I. CALL TO ORDER

Acting Chair Small called the regular meeting of the Library Board of Trustees to order at 9:05 a.m. on Thursday, May 19, 2016 in the Meeting Room of the Hope Mills library.

Trustees Present: Betsy Small, Donald LaHuffman, Connette McMahon, Paige Ross and Katrina Tiffany

Trustees Absent: Chair Daniel Montoya and Vice Chair Brian Tyler

Present from the Library: Director Jody Risacher, Deputy Director Brian Manning, Marketing & Communications Division Manager Kellie Tomita, Division Manager for Collection Development & Infrastructure Cathy Rudelich, Hope Mills Branch Manager Megan Smith, Computer Services Tech John Fulton, Service Award recipient (see table below) and Admin. Coordinator to the Director Marili Melchionne.

A. INTRODUCTION OF SPECIAL GUEST: Friends of the Library Spring Lake Branch Representative John Springer gave the following report on behalf of the Friends of the Library:

- There are now 367 Friends members and 27 of them joined at the recent members-only book sale.
- Tuesday's book sale brought in \$2,620 and \$625 in membership revenue.
- The public book sale is scheduled for this Saturday.
- The next Friends meeting will take place on July 12th and Trustee Betsy Small is scheduled to attend.
- Springer also mentioned that the Friends are in the process of purchasing a credit card machine for use at book sales. The goal is to have the unit in place by the August 9 members only book sale.

II. APPROVAL OF TODAY'S MEETING AGENDA

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

SECOND: Trustee Tiffany seconded the motion.

DISCUSSION: None

VOTE: Unanimous

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

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

SECOND: Trustee McMahon seconded the motion.

DISCUSSION: None

VOTE: Unanimous

IV. DIRECTOR'S REPORT

A. Introduction of new Librarian staff: None

B. Service Award Recipient: Director Risacher recognized and honored the following staff member for her years of service with the library:

Name	Title	Branch Location	Years of Svc.
Catherine Edson	Library Technician	CLF	10

C. Director's Update:

1. County Budget Update:

County budget meetings in June were reviewed. The trustees were invited to attend the June 7th Budget appeal meeting with the County Commissioners. The meeting starts at 5:30 pm in Room 564 in the courthouse. Department Heads have approximately 5 minutes to speak. The public budget meeting is on June 13th. The chair of the trustees and president of the Friends traditionally speak. All others were invited to speak if interested.

2. Library Endowment Trust (LET) Fundraising Update:

The committee meets the 4th Tuesday of every month. The group agreed to send out another mailing to existing donors in order to take advantage of the Friends of the Library's \$12,500 match. This match has not yet been widely marketed. Smaller donations are coming in as Friends memberships are renewed. Risacher reiterated that the Friends received a grant through Cumberland Community Foundation in order to hire consultants to market the LET and the future new fund. The contract was signed in April with the consultants.

3. State Budget Surplus – NCPLDA Project for Children's EBooks:

Risacher received notification from the NC Public Library Director's Association that the NC House of Representatives officially included \$250,000 in its budget. The spotlight is now on the Senate to include it in its budget.

Fund Code 1410 Reads as follows: Establishes a statewide children's digital library specifically targeted to children from pre-K to 4th grade. Funding will be used to purchase children's fiction materials including e-audio and e-books that will be accessible to all State-aid eligible public libraries in NC.

4. Vocational Job Fair Update:

On April 28, the Headquarters library hosted the second vocational job fair for teens and young adults, 326 attended. The initial vocational job fair was held in September 2015 with an attendance of 172. This recent event also offered information on financial literacy. Session topics included resumes, interviewing and an internet café. A number of participants came to the café to complete job applications. Emerging Adult Services Specialist Jennifer Hatcher coordinated the event. She attributed the success of the event to marketing through schools and radio advertising.

5. Vocational Job Fair Update:

On May 10 there was a meeting at the Center for Economic Empowerment Development (CEED) to strengthen the partnership. The library has worked with CEED for a number of years by hosting their programs. CEED staff may bring monthly orientation classes to the library by the end of the calendar year. Library staff are developing a separate handout of computer skills classes for CEED clients and using social media to mutually benefit both organizations.

6. Senior Enrichment Programs in Fayetteville:

Meetings were held on May 11 and May 18 to discuss the development of a senior enrichment program. Local businesswoman Sharon Valentine and her partner invited the heads of FTCC, Methodist University and other parties including Trustee Donald LaHuffman.

This type of program is usually associated with a university and includes a lecture series. Examples of lecture series include Foreign Policy Association "Great Decisions." The Cumberland County Council on Older Adults Director has offered possible funding.

FTCC has agreed to manage the project with a possible start up of early 2017. The library will play a role in supporting the project will be determined at a later date.

7. Job & Community Resource Meeting:

On May 13, an event to discuss how to help ex-felons re-establish their place in the community at the Department of Social Services. Library staff participated.

The following write-up was in the *Fayetteville Observer* about the program:

“Job and Community Resource Meeting Targets Offenders

FAYETTEVILLE – Several Cumberland County departments are participating in a job and community resource meeting for individuals convicted of felonies on **Friday, May 13, starting at 8 a.m.** in the first-floor conference rooms at the Department of Social Services, 1225 Ramsey Street.

The meeting, sponsored by Project Fresh Start, will focus on helping individuals who have been convicted of felonies to find employment, housing and information on reentering the community. Pastor Anthony Faison of 2nd Chance Ministries will share his story with the group and representatives from various agencies will provide information, including Cumberland County Human Resources.

Cumberland County does not ask about convictions on its job applications. The County Commissioners “banned the box” that had required applicants to check if they had been convicted of an offense. A background check is conducted on all applicants recommended for hire.

The following agencies are also scheduled to participate in the event: Cumberland County Re-entry Council, Cumberland County Public Library & Information Center, Department of Social Services, NCWorks Career Center and Fayetteville Area System of Transit.”

8. Library Program Recognition from the American Library Association (ALA):

An ALA program site coordinator contacted Local & State History Manager Michelle Gross and invited her to share the details of the library’s Scottish Heritage Fair.

9. Successful Library Programs:

Several library programs were featured: *ABC Mouse* Promotional Video (filming will take place at North Regional library) Author Elizabeth Englehardt, Money Smart Week, Science and the Bible and All About the Animals.

10. Friends of the Library 40th Anniversary Celebration:

On April 29, 165 attended this festive event to help celebrate the 40 years of service by the Friends of the Library. There was enthusiastic dancing (Montoya was the DJ for the event) and tie dyeing, and refreshments. Former Trustee Chair Gail Riddle spoke at the May 6 Staff Development day event and graciously thanked everyone for their help with the Friends 40th Anniversary Celebration.

11. Library Staff Development Day:

Library staff participated in this bi-annual half-day event. Library staff contributed to 25 different gift baskets and winners were drawn for each basket. Exceptional employee awards were also given to five library staff members. Staff were able to choose from a variety of informational workshops.

12. Cheers for Library Staff in the News:

Library staff from Hope Mills and North Regional libraries were highlighted in the *Fayetteville Observer*.

13. National Government Month – Library Staff Recognized for Longevity:

Five library staff members were recognized for their longevity with the County. Two staff members had 35 years with the library.

14. Citizens Academy Graduation Ceremony:

The Citizens Academy graduation ceremony was held on April 26 and two library staff members were in the group of graduates. An article was featured in the *Fayetteville Observer*.

15. New Signage for Spring Lake Branch:

Thanks to the Department of Transportation, a new library sign has been installed off of Highway 24.

16. Invitation to Headquarters 30th Anniversary Celebration Reminder:

The group was reminded about the event on June 12 from 3-5 p.m.

V. OLD BUSINESS

A. Update on Trustee Nominating Committee Charge – Committee Chair Betsy Small:

Small shared the 2016 Nominating Committee Charge: Trustees Daniel Montoya and Betsy Small will be completing their first terms of office on December 31, 2016 and are both eligible for reappointment. Small stated that she checked with Montoya. She stated that both are interested in being reappointed for a second term. Therefore, the additional actions of the committee will not be necessary this year.

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

Risacher suggested that this item be tabled until the June 16 meeting since Chair Montoya and Vice Chair Tyler are absent. All trustees agreed.

VI. NEW BUSINESS

A. Summer Reading Program Preview Reports – Kellie Tomita, Marketing & Communications Division Manager:

Tomita spoke about the 2016 summer reading programs which run from June 1 through August 15. She showed the promotional videos developed through the library's community relations department and she provided an overview of the online guide.

All groups of readers will earn prizes for meeting predetermined reading goals (adults: number of titles read, teens and children: amount of time spent reading). Tomita thanked the Friends of the Library for sponsoring the prizes and giveaways

B. Hope Mills Branch Report – Branch Manager Megan Smith:

Smith shared that the branch staff members are passionate about community, collaboration and creativity to enhance customer services at Hope Mills library.

Circulation is one of the highest in Cumberland County; this location assisted the greatest number of customers with library card registration out of all community branches.

The branch's renovation in August 2013 maximized services to this location, increasing the prominence of the Job & Career Resource Center.

Meeting room usage remains in high demand with the addition of a conference room for a smaller group setting.

Branch staff have formed a partnership with the local Parks and Recreation staff to provide story times involving movement, music and stories.

Adult programming has greatly increased with the addition of a Cookbook Club, crafts, BINGO and Book Clubs.

Programs for children and teens emphasize STEM and STEAM activities; customers enjoy story times, including specialized story times for babies.

C. Other: None.

VII. ADJOURNMENT

With no other business to discuss, Acting Chair Small adjourned the meeting at 10:05a.m. on a motion by Trustee LaHuffman and a second by Trustee McMahon.