

CUMBERLAND COUNTY PUBLIC LIBRARY & INFORMATION CENTER

MINUTES LIBRARY BOARD OF TRUSTEES JANUARY 17, 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, January 17, 2019 in the Boardroom of the Headquarters library.

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

Excused: County Commissioner Charles Evans and Trustee Paige Ross

Present from the Library: Director Jody Risacher, Programs & Services Division Manager Nora Armstrong, YS Division Manager Megan Smith, Collection Development Division Manager Pamela Kource, Service Award recipient (see Item V. B. below) and Administrative Coordinator to the Director Marili Melchionne.

II. APPROVAL OF TODAY'S MEETING AGENDA

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

SECOND: Trustee Tiffany seconded the motion.

DISCUSSION: None

VOTE: Unanimous

III. SWEARING IN: Risacher administered the Oath of Office to newly appointed Trustee Irene Grimes. The group welcomed her with a round of applause.

IV. APPROVAL OF DECEMBER 13, 2018 REGULAR BOARD MEETING MINUTES

MOTION: Chair Tyler moved to approve the December 13, 2018 minutes.

SECOND: Vice Chair Wilkerson seconded the motion.

DISCUSSION: None

VOTE: Unanimous

V. DIRECTOR'S REPORT

A. Introduction of new Librarian staff: None

B. Service Award Recipient:

Name	Title	Branch Location	Years of Svc.
Catherine Carter	Library Technician	Cliffdale	20

C. Director's Update:

1. Fire in book drop at North Regional Library:

Since Monday of this week the North Regional library has been closed due to a fire. An individual dropped a combustible substance in the book drop. Luckily, the fire did not burn any further than the book drop room. The fire alarm system will be replaced and the fire inspector must give permission before the branch can reopen. The individual, riding a bicycle, was caught on camera and the camera footage was shared with law enforcement. There were only a few books in the book drop when this happened. The library has been asked to look at the feasibility of using an outside book drop at each location.

2. Three Library Services & Technology Act (LSTA) Grants Due February 28th:

The library is focused on writing the following three grants:

- a. Pop-Up Library Van. At an approximate cost of \$155,000, this vehicle will allow the library to take materials and services out to the community.
- b. Planning Grant for new Five Year Plan to begin in FY2021. At an approximate cost of \$27,000, this grant will allow the library to hire a consultant to lead staff and the community through a planning process. The current Five Year Plan is nearly concluded. The Trustees will be asked for their input during the process.
- c. Purchase of a StarLab, (Inflatable Planetarium) – At an approximate cost of \$15,000, this grant will allow the library to continue services to thousands of school children every year.

3. New Grants Received:

The library has received the following grants:

- a. The American Creed – Community Conversations: This is a national grant. CCPLIC is one of 50 libraries in the United States to receive it and the only one in NC.
- b. NC Humanities Council – Let’s Talk About It – the theme of the next book discussion led by scholars is “Picturing America: Places in the Heart.” These have been very successful and important to the community.

4. 2nd Chance @ Success Grant:

Project Manager Mary DiRisio has delivered grant materials to Fayetteville Cumberland Reentry Council (FCRC) Coordinator Jessie Garner. The goal of this grant is to help ex-offenders find employment. A Memorandum of Agreement (MOA) has been signed.

Other visits are scheduled for the end of January to Operation Ceasefire, Probation & Parole, Action Pathways (ASPIRE) and Workforce Development. MOAs will be signed and materials delivered.

5. Successful Library Programs:

- ✓ The library’s award-winning program Winter Reading & Activity Program (WRAP) is in progress until the end of January. Participants are eligible to win prizes.
- ✓ CCPLIC has been chosen to host the 7th Annual NC statewide Star Party during the upcoming NC Science Festival. The event will be at the West Branch on April 12 in partnership with New Century Elementary School. The library will also co-sponsor an event at the Botanical Garden that evening.
- ✓ Photos were shown of the weekly Gamers program. This activity is focused on the population identified as “disconnected youth,” young people who are not in school, under or unemployed. It’s the library’s intention to help them find their way through adulthood. Emerging Adult Services Coordinator Kohnee Harmon oversees this program and is looking to expand the program to other branches. Harmon recently helped two attendees connect to *NC Works*.
- ✓ The “Basic Adulting” program is another one that Harmon handles with good attendance.
- ✓ Another award-winning program, Christmas Portraits at the Cliffdale Branch, had 120 attendees in December. The portraits are free to attendees.
- ✓ Santa was at the library (we have proof). 111 attendees took photos with Santa and heard Christmas stories.
- ✓ Fascinating STEM: Gingerbread Playdough program had 67 attendees.
- ✓ Senior Geek Squad program was held at the Cliffdale Recreation Center.

6. Successful Library Staff:

- ✓ Scholarship received: Tammy Holt, Circulation Manager at East Regional library, received a scholarship to attend the 2019 Evergreen International Conference in Valley Forge, PA in April. She is one of our leading Evergreen experts. Evergreen is our catalog software.
- ✓ Spring Lake Branch Manager Gloria Nelson received an unexpected award from Sandhills Family Heritage Association – a community organization which has worked with the library on various projects.

7. VIP StarLab Visitors:

Several members of the board of trustees visited the StarLab after the meeting on December 13.

8. Discarded computers donated to the Town of Godwin:

Five discarded computers were donated to the Town of Godwin in December for a new recreation room in the Town Hall. A photograph depicted Mayor Willie Burnette, his assistant and Library IT Technician John Lisenby who installed the computers and ensured that the home screen defaulted to the library's resources. Lisenby also showed the Mayor and his assistant the library resources.

9. Fayetteville Urban Ministry's Find a Friend Youth Center – Open House:

On December 13 Emerging Adult Services Specialist Kohnee Harmon and Library Awareness Coordinator Samantha Belmont attended this event at the new facility. They made several contacts with whom they discussed the ways in which the library can assist with programs and services.

10. Library in the News:

- ✓ There was an op-ed was in the *Fayetteville Observer* with the following recognition about the library system. It read: "Cumberland County is fortunate to have a library system that has long been recognized for excellence and innovation. These latest awards will be added to many others that the system has collected over the years. It's a nice present for the library system and all of the taxpayers who get a bountiful payback from it."
- ✓ Three library staff members were judges at the 43rd Annual Christmas Story Contest.
- ✓ On January 6, 2019, there was an article about the library's "tremendous" business resources – it appeared on the jobs and business page.
- ✓ The State Library has a newsletter and the headline read, "Ten Best Libraries in NC" and the Bordeaux Branch was listed.

11. Friends of the Library Budget approved:

The Friends voted to approve its 2019 budget. Nearly \$100,000 will be available for the library. Increases in the children's & teen programming were included because of a funding loss on the state level.

12. Library Endowment Fund (LEF) Committee Update:

The committee has not met since November 28. At that meeting, an orientation for prospective members was held and five new people attended. The five prospective members have been invited to the meeting on January 22, 2019.

The 2018 donations to the LEF was \$15,333 and matched by the Friends. At a 100% match, \$30,666 goes into the Fund.

VI. OLD BUSINESS

A. 2018 Library Highlights, Director Jody Risacher:

Risacher gave an overview of the numerous events, programs and developments that occurred throughout the library system in 2018.

VII. NEW BUSINESS

A. Proposed 2019 Trustee Meeting Calendar – Director Jody Risacher

MOTION: Trustee Grimes made a motion to approve the 2019 Trustee meeting calendar as presented.

SECOND: Vice Chair Wilkerson seconded the motion.

DISCUSSION: None

VOTE: Unanimous

B. Appointment of 2019 Trustee Nominating Committee Members (4) – Chair Brian Tyler

Chair Tyler, in communication with the trustees, appointed Paige Ross as the Nominating Committee Chair and the other three committee members include: Irene Grimes, Katrina Tiffany and Belinda Wilkerson. Tyler pointed out that this will be very important because two board members will be leaving the board at the end of 2019 and two are scheduled to leave at the end of 2020.

C. Preliminary FY 2019-2020 Budget Preview:

Risacher gave preliminary remarks about the library's budget. The trustees will be asked to vote on the library's budget at the February 21 board meeting:

- ✓ Five part-time Page positions were requested for a total cost of \$48,422. In the initial discussion with Assistant County Manager Duane Holder, other strategic priorities were discussed. Key positions in health and security (impacting people's health and well-being) will supersede the library's requests. Holder clearly understands the library's need, and agrees that having the additional personnel would make things more efficient. However, he did not feel he could move this request forward. This is not the budget year for this particular request.
- ✓ The \$150,630 for the Pop-Up Mobile Library Van had to go through the approval process as well, even though most of it would be paid for with a grant funds (if approved). There are ongoing costs that have been calculated.
- ✓ The mobile device printing service will be extended to the three remaining branches (three other branches will receive the service this fiscal year).
- ✓ A new service "Freegal" will soon be added. This service will allow customers to download music (over 15,000,000 adult through youth and international songs). The library will keep the current CD collection but will discontinue buying CD's. Collection Development Division Manager Pamela Kource stated that this service model will allow customers to stream music for three hours per day and download three songs per week. The customer will own the downloaded music.
- ✓ Automated Vehicle Locator (AVL) software will be added to the budget. The county is interested in this sophisticated software for tracking use of county vehicles. The software can be customized. One option would be to require a driver to sign in so that the driving habits can be tracked. The library will pay a small amount of the entire pro-rated cost due to its small number of vehicles. An amount of \$1,500 is a place holder because the actual figures are still being developed.

State budget requests: The members of the Library Director's professional association are promoting the following requests to local legislators: (There is a meeting in early February.)

- ✓ \$3 Million in recurring funds added to state aid to libraries
- ✓ \$200,000 in recurring funds for NC Kids (Digital books)
- ✓ 500,000 in recurring funds for NC Live (Databases)

D. Proposed Policy Revision – Children’s Services Policy – Director Risacher

Youth Services staff expressed concern over the vulnerability of youth. The change from age fifteen to sixteen aligns Cumberland County Public Library with the policies in other large systems. The trustees reviewed the proposed policy revision.

MOTION: Trustee Tiffany made a motion to accept the policy revision as recommended.

SECOND: Trustee Montoya seconded the motion.

DISCUSSION: None

VOTE: Unanimous

E. Housekeeping Items: Trustee Sign-up to attend 2019 County Commissioner & Friends Board Meetings – Chair Brian Tyler

Chair Tyler distributed the official meeting sign-up documents and requested that everyone sign-up to attend Commissioners and Friends 2019 meetings.

F. Other: NONE

VIII. ADJOURNMENT

With no other business to discuss, Chair Tyler adjourned the meeting at 10:06 a.m.