Onslow County Public Library
Board of Trustees Meeting
September 10, 2013

Members Present: Lucy Booher, Sandra White, Kathleen Dillingham, Faye Waters, Amelia Dees-Killette.
Also Present: Estell Carter, Library Director

I. Call to order

The meeting was called to order at 4 p. m. by Faye Waters, Board Chair.

II. Approval of Minutes

The minutes from the August 2013 meeting were reviewed. Amelia Dees-Killette made a motion to accept the minutes as presented. The motion was seconded by Sandra White and carried unanimously.

III. Director's Report

a. A new 81" Smart TV was installed in the Main Library meeting room to replace the broken projector system.
b. The State Library has created a web site that allows policy makers, advocates, and the general public to access and compare data about North Carolina public libraries. The web address for this new tool is http://plstats.nclive.org
c. Jacksonville Friends of the Library applied for an Arts Council grassroots grant and were awarded $1,500 to help fund a visit from nationally known musician and storyteller David Holt in May, 2014.
d. Onslow County will be implementing a new print management system soon. The library, as one of the few County departments who have a large amount of public print demand, will have to consider new methods of ensuring that our patrons are paying for the copies they print from computer stations. Print release stations that will allow patrons to pre-pay for print jobs before they are printed are being discussed with our PC management software vendor and County IT.
e. OCPL will host the Overdrive Digital Bookmobile on Monday October 28, 2013. The Digital Bookmobile is a 74-foot, 18-wheel tractor-trailer that contains a high-tech community learning lab. The vehicle is equipped with broadband Internet-connected PCs, high definition monitors, premium sound systems, and a variety of portable media players. Hands-on learning stations will give visitors an opportunity to search the digital media collection, use supported mobile devices, and learn how to download and enjoy eBooks, audiobooks, music, and video from the library. Library staff has contacted nearby elementary and middle schools to discuss the possibility of class field trips to this event and the schools have expressed great interest in this. The event is free and will be open to the general public.
f. Beginning in November, library staff will be offering a series of one-on-one help sessions for patrons who have questions about e-Devices and downloading the

library's digital media. The pilot sessions will be held on November 4th from 5-7 p.m. and November 8th from 10 a.m. until noon.

g. Possumwood Acres, reported to library staff that as a direct result of training they received at the library on the Foundation Center grant resource, they were recently awarded an $800 grant. Training on the Foundation Center is held on a regular basis by Main Library's reference staff. It is always encouraging to hear that our efforts have helped the local non-profit and small business community secure funding to help them grow and prosper.
h. Library staff attended the annual National Night Out event. Over 500 informational packets were given out in the first 2 hours of the event.
i. The Swansboro Branch Library experienced a lightning strike on August 13th and we lost 2 thin client computers, a public access catalog terminal, and the public fax machine.
j. Library employees participated in the following training/events during May:
    a. Fully Engaged Customer Service workshop hosted by the State Library
    b. Overdrive digital media webinars
    c. Collection development webinars

IV. Board Development

There were no outreach activities to report. There have been no new contacts made with potential candidates to fill Board vacancies.

V. Old Business

Director Estell Carter reported that library staff is trying to revive the oral history project. Faye Waters and Amelia Dees-Killette expressed an interest in helping with the project.

VI. New Business

a. The Board considered a request from the Jacksonville-Onslow Chamber of Commerce Leadership class to allow one of the class members to shadow the Board. The Board agreed with no formal motion. Laurette Leagon, Chamber President, will shadow the Board of Trustees until May, 2014.
b. Director Estell Carter presented the June 30, 2013 financial summary from the North Carolina Community Foundation Onslow County Public Library endowment.
c. The Board considered a revision to the existing Library Card Policy. Sandra White made a motion to accept the revision and Kathleen Dillingham seconded the motion. The motion was passed unanimously.
d. Director Estell Carter presented the group with information regarding meeting times and schedules from other North Carolina libraries. The Board was asked to

consider changing the meeting times from monthly to bi-monthly. Estell Carter informed the Board that this would require a change in the current by-laws for the group and would have to be submitted to the Board of Commissioners for consideration. The group decided to table the discussion until the October meeting.

VII. Library Facilities Update

Director Estell Carter reported that the new Sneads Ferry facility is moving along nicely and projected opening should be late December or early January.

VIII. Library Statistics

Library statistics were reported to the group. There continues to be a steady increase in overall circulation of materials.

IX. Adjournment

The meeting was adjourned at 4:50 p.m. The next meeting of the Board of Trustees will be held on October 8, 2013 at 4 p.m. at the Main Library on Doris Avenue.

Approved by the Onslow County Board of Trustees on October 8, 2013

Faye Waters, Chairperson