Onslow County Public Library
Board of Trustees Meeting
August 13, 2013

Members Present: Chairperson Faye Waters, Brock Ridge, Amelia Dees-Killette, Lucy Booher, Kathleen Dillingham, Brian Jackson
Also Present: Library Director Estell Carter, Assistant Director Emery Ortiz

I. Call to Order

Faye Waters, chairperson, called the meeting to order at 4pm on August 13, 2013, at the Main library in Jacksonville. Assistant Director Emery Ortiz took notes in lieu of the Board secretary.

II. Approval of Minutes

Minutes for both June and July of 2013 were approved unanimously.

III. Director's Report

a. There were 1,822 children registered for the Summer Reading program this year, and while the numbers are wonderful, many patrons expressed concern at the crowded conditions in our programming room and lack of parking. Library staff will continue to evaluate program attendance and try to come up with creative ways to deal with these issues.
b. Statistics show growth in all aspects of library services from July 2012, including an 11% rise in program attendance and 7.4% increase in new cards issued.
c. Library employees participated in the following training/events during May:
    - Library Social Media Use
    - The Set Up and Management of OCLC Service Accounts
    - Polaris Support Webinar

IV. Board Development

a. Amelia Dees-Killette is working on grant research, and reported meeting with former director Philip Cherry while researching in Raleigh. Mr. Cherry was doing well.
b. Work is still being done to fill trustee position vacancies. Suggestions were given to advertise on the library's website, attend community events, and approach local business owners.

c. Brian Jackson mentioned the potential for the library to partner with Sandy Run Apartments, as he also serves on their board.

V. Old Business

a. There was a consensus to procure more interviews for the Oral History project in order to further develop it. This is an ongoing goal.

VI. New Business

a. The Sneads Ferry library is progressing at a good pace. Director Estell Carter reported that fabric and finishes have been chosen, arrangements are in place for bulk book ordering for the new branch, and that the Sneads Ferry Friends group will be asked to donate funds for both furniture and some of the new books. She is also looking in to naming one of the meeting rooms after the donor from which the bulk of the Sneads Ferry Friends money was established. The estimated date of occupancy for the new building is December 11, 2013.
b. The Main library also went through some cosmetic upgrades, including a new circulation desk counter, and new countertops in the staff kitchen.
c. Estell also led the group through a demonstration of two new electronic products: Zinio and One Click Digital. These offer library patrons free electronic magazines and digital audiobooks, respectively. She also showed the Board a fun feature on the library's website that allows patrons to calculate how much money they save per month by using the library's various resources.
d. It was reported that the library received a grant from the North Carolina Community Foundation—OCPL Endowment to be used for library programming.
e. Assistant Director Emery Ortiz reported on updates made to the library's Strategic Plan. Many numbers and goals were deemed unrealistic when compared with current library numbers, and therefore adjusted accordingly. The updated document was unanimously approved by the Board.

VII. Adjournment

The meeting was motioned for adjournment by Brock Ridge, seconded by Amelia Dees-Killette and approved at 4:48pm. The next meeting will be held at the Main library on September 10, 2013, at 4pm.

Approved by the Onslow County Public Library Board of Trustees, September 10th, 2013.

Faye Waters, Chairperson