Onslow County Public Library
Board of Trustees Meeting
November 12, 2013

Members Present: Amelia Dees-Killette, Kathleen Dillingham, Brock Ridge, Faye Waters, Sandra White, Deloris Wells
Also Present: Estell Carter, Library Director, Emery Ortiz, Assistant Director, Laurette Leagon, Chamber of Commerce President

I. Call to Order

Faye Waters, Board Chairperson, called the November 12, 2013, meeting to order at 4:00.

II. Introduction to Board Shadow

Faye Waters introduced Laurette Leagon, President of the Chamber of Commerce. Ms. Leagon is shadowing the Board.

III. Approval of Minutes

The minutes from the October 2013 meeting were reviewed. Brock Ridge made a motion for approval of the minutes. Kathleen Dillingham seconded the motion. The minutes were approved as presented.

IV. Director's Report

1. Director Estell Carter reported that they there has been a strong increase in programming over last year. We can expect to see increases in January with the opening of the new facility in Sneads Ferry and with the addition of the early literacy programs. Branch visits are consistent and will also continue to increase with the opening of the new branch in Sneads Ferry.
2. Several staff members attended the North Carolina Library Association conference in Winston Salem. Breakout sessions on varied library topics allowed attendees to opportunity to network and share information on best practices and emerging trends.
3. Staff members Kim Cowdrey and Lynne Huller hosted a session at the NCLA conference entitled "Legacies of Freedom" that focused on the on-going African American Civil War Soldier research project. Kim Cowdrey also presented the same program at the Family History Day on October 26 at the State Archives in Raleigh.
4. Onslow County Public Library was notified by the Young Adult Library Services Association (YALSA) division of the ALA that the library was one of only 20 winners nationwide of the YALSA Top Ten Teen Read Contest. We will receive copies of YALSA's top ten teen reads and copies of the other 28 books that were nominated.
5. OCPL was notified by the NC Public Library Directors Association that the library is the recipient of the 2013 "Outstanding Library Promotional Project for Media,

Libraries" award for the John Perry author event campaign. The award will be presented at the annual banquet which will be held December 5 in Chapel Hill.

6. The Jacksonville Friends of the Library have agreed to purchase a new outdoor sign for the Main Library.
7. Barring any unforeseen circumstances, late December or early January, is the anticipated date for turnover of the Sneads Ferry EEC/Library.
8. The Overdrive Digital Bookmobile's October 28 visit had 265 citizens and students to attend the event.
9. The Sneads Ferry Friends of the Library have committed additional funding for furnishings and equipment for the new EEC/Library. The Friends have allocated $46,000.00 thus far.
10. The Library employees participated in various training/events during October.

V. Board Development

a. Faye Waters attended the Digital Book Mobile on October 28th.
b. We may have someone interested in filling the military slot on the Board.
    - The wording on the Library Webpage has been changed so that those interested in volunteering will know that he/she must be a registered Onslow County voter.

VI. Old Business

a. Oral History Project updates
    - No update. Kim Cowdrey had scheduled meeting for November 8 but had to cancel.
b. Meeting Schedule/By Law Changes
    - Consideration was given to changing the meeting times from monthly to bi-monthly. Brock Ridge made a motion to switch our meeting to bi-monthly meetings with the option to call meetings if necessary. Amelia Dees-Killette seconded the motion. The motion carried. There must be something in the By-laws to reflect the change. Director Carter will make the change and make submission to the Commissioners. We will continue on our current path until approval.

VII. New Business

a. Planning for computer lab relocation
    - Students of the Architectural Technology class at Coastal Carolina Community College are helping to plan the relocation of the adult computer lab and the Youth Service area

b. Consolidation of Reference and Circulation
    - Library Circulation and reference staff at Main Library are transitioning towards consolidation of both service areas. The goal is to eventually create a single adult services information desk. The library staff will be cross-trained to function in different areas of library service.

c. December meeting Social
   - We will have Social at December meeting and invite Friends of the Library groups.

VIII. Library Facilities Updates

a. Sneads Ferry Branch Library
   - We viewed a slide presentation of the work in progress of the Sneads Ferry Environmental Education Center and Library.

b. Main Library
   - Nothing to report

IX. Adjournment

Brock Ridge made a motion for the meeting to adjourn. Sandra White seconded the motion. The meeting was adjourned.

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

Faye Waters

Faye Waters, Chair **Date**