Onslow County Public Library
Board of Trustees Meeting
May 13, 2014

Members Present: Lucy Booher, Kathleen Dillingham, Brian Jackson, Amelia Dees-Killette, Brock Ridge, David Swinney, Faye Waters, Deloris Wells, Sandra White, and Sandra Wood
Also Present: Estell Carter, Library Director and Emery Ortiz, Assistant Director

I. **Call to Order**
Faye Waters, Board Chairperson, called the May 13, 2014 meeting to order at 4:00 pm at Onslow County Public Library.

II. **Introduction of new Trustee members**
Sandra Wood filled the At-large position on the Board of Trustees. David Swinney filled the Military position on the Board. Both members were welcomed to the Board.

III. **Approval of minutes**
Brock Ridge motioned to approve the March 11, 2014 minutes. Sandra White seconded. The minutes were accepted as written.

IV. **Director's Report**

1. There was a 60% increase in new cards and 70% increase in program attendance. All can be attributed to opening of new library in Sneads Ferry. Kids programs are already at capacity. The Library has to evaluate how programming is being done.
2. The Sneads Ferry Branch library opened to the public on March 17th. Over 500 people visited on opening day. A special preview for the EEC was held on April 4th and a public grand opening was held on April 5th. The increase in traffic has surpassed original expectations.
3. The Youth Services staff hosted an open house to introduce the new program Books and Barks. The library is partnering with Love on a Leash to provide children with an opportunity for some one-on-one read aloud time with a Reading Education Assistance Dog. These programs are geared towards improving reading skills and engaging reluctant readers.
4. Smart Pay Online Payment Gateway was successfully installed and implemented during the month of April. This will allow patrons to pay their library account balances from anywhere they have internet access.
5. Main Library now has new chairs for the reading area that was created in the Reference Room. Thanks to a very generous discount provided by Furniture Fair.
6. Outreach activities provided to schools this month included E-resource card presentations at Northwoods Elementary and Northwoods Park Middle School as well as attendance at the All-American Resource Fair at Jacksonville High School. The Richlands Branch did an activity at Richlands Elementary.

V. Board Development

a. Report on Trustees Outreach Activities
   - Grand Opening of the Sneads Ferry EEC/Library

b. Recruitment of New Trustees
   - Brock Ridge and Lucy Booher terms expire on June 30th 2014. They have reapplied for the Board.
   - Advertisements have been placed on Facebook for new Trustee members. The response has been good.

c. July election of officers
   - New officers will be elected at the July meeting.

VI. Old Business

a. FY 15 Budget
   - Received Annual Budget by Account Classification Report. The report shows what the department requested, what the manager recommended, and what was approved.

VII. New Business

a. Impact Survey
   - A link will be placed on the website for patrons to complete. An icon has also been placed on desktops in the computer labs.
   - The survey will provide valuable feedback to help in knowing which way the library should go. Technology is the focus.

b. Library Legislative Day
   - Library Legislative Day will be held in Raleigh on May 20, 2014.

c. Jacksonville Friends of the Library
   - Four of five Board members on the Jacksonville Friends of the Library have decided to retire at the end of June. Letters have been sent out soliciting candidates for the upcoming vacancies. A plea has also been posted on Facebook, Twitter, and the Library web page. The response has been phenomenal.

d. Smart Payment Kiosks
   - Smart Kiosks that will allow self-service payment for copies, computer printouts, and computer guest passes have been ordered and should be installed in June.

e. Strategic Plan Program
   - Staff will work on revising/updating plan at June meeting.

f. David Holt program
   - The Library and Parks and Recreation have partnered to host David Holt with special guest musician Josh Goforth on May 31st at Onslow Pines Park.

VIII. Library Facility Updates

a. Sneads Ferry Branch Library
   - Beautiful facility
   - Remarkable grand opening

IX. Additional Information

a. Next meeting on July 8, 2014 at 4:00 p.m. at Sneads Ferry Library.

X. Adjournment

Sandra White motioned to adjourn the meeting. Sandra Wood seconded the motion. The meeting was adjourned.

Approved by the Onslow County Public Library Board of Trustees July 8, 2014.

Faye R. Waters Nov. 18, 2014

Faye Waters, Chair Date