Onslow County Public Library
Board of Trustees Meeting
May 9, 2017

Members Present: Kathleen Dillingham, Brian Jackson, Brenda Johnson and Rachel Waldron
Also Present: Virginia March, Library Director

Call to Order

The meeting was called to order by Brian Jackson at 4:10 p.m. at the Main Branch Library.

Approval of Minutes

The minutes from the March 14, 2017 meeting were submitted. Motion for approval was made by Kathleen Dillingham, seconded by Brian Jackson and accepted for approval.

Director's Report-Virginia March (Copies of these reports were furnished to each Board member)

A. We are close to being back at full staff. The full-time assistant position was posted internally which could mean when that position is filled then we would have another opening. Even though Valerie Suttee's last day was March 31, she had continued to do story time but this week is her last week.

B. *Letters from Home* will be presented will be presented free of charge at the Onslow County Government Complex on May 18 made possible by a grant and the Jacksonville Friends of the Library.

C. Statistics: Overall circulation was down a little which includes computer use which is surprising. User visits are down but card registration is up. We have a larger number of programs this year but attendance overall is down somewhat. Reference transactions are up which could just mean that patrons are using the library in different ways.

D. Virginia and Brian both attended the Jacksonville Citizen Academy where we met department heads from the city and learned of all the different services and departments of the City of Jacksonville.

E. NC Cardinal is a statewide consortium of public libraries and the State Library who share material. There are 154 branches throughout the state with 6.3 million items in the catalog. We are considering joining because we would go from our amount of material to over 6 million items. Currently, the state library will subsidize this for the first three years.

F. Fees for library cards for non residents: Carteret and Duplin do not charge but Pender and Jones do. I would like to do it reciprocally with at least these four. I believe the money this brings in is no more than $1500 per year.

Board Development/Outreach

Brian Jackson reported on the S.O.U.L. Society which had a little economic summit which Brionna Tillman attended and spoke on the resources available through the Library that someone could use when starting a business.

Old Business We still have vacancies on the Board. A copy of the application for the Advisory Board is included in the Director's report.

New Business Proposed library closures for Fiscal Year 2017-2018 include: Sunday December 24, 2017 which affects the Main Library only, Easter Sunday, April 1, 2018 which also affects only the Main Library and early closure at 6 p.m. for the Main Library on Wednesday, November22, 2018.

All other branches close at 6 p.m. on a regular basis. Motion made by Kathleen Dillingham to accept the Director's recommendations, seconded by Brian Jackson and carried.

Facilities Update The Swansboro branch is being painted and will be closed on May 30 and 31 if approved by the Board of Commissioners. The staff will be going through customer service training during this time and will be available to help move things at that branch or go to another branch to help out. It has been approved to put in a butterfly garden at the Sneads Ferry branch in the back but would like to have it moved to the front if we can get approval for easier access to the water supply from the tank.

Next meeting will be Tuesday, July 11, 2017, at the Main Library.

With no further business, motion was made to adjourn by Brian Jackson and seconded by Kathleen Dillingham. Motion carried and the meeting was adjourned at 4:50 p.m.

Approved by the Onslow County Public Library Board of Trustees
July 11, 2017

Rachel Waldron 4/23/18

Rachel Waldron, Chair Date