

Onslow County Public Library  
Board of Trustees Minutes  
Meeting of August 12, 2008

Members present: Dr. Mel Berlin, Howard Funk, Bill Hemmingway, Linda Hopkins, Barbara Marapoti, Kathy Morgan and Susan Thomas

Absent: Debora Gibson

Also present: Philip Cherry, Library Director; Estell Carter, Assistant Library Director; and Angela Cole, Deputy County Manager

Susan Thomas, Chair, called the meeting to order at 4:00.

Susan pointed out that she, as Chair, did not second the adjournment motion. Upon reading her notes, Kathy found that she herself had seconded the motion. Dr. Mel moved that the minutes be approved as corrected. Howard seconded the motion. The motion passed.

### **Director's Report:**

A copy of the Director's Report is attached. Additional comments were as follows:

- #1 Advertising for the Overdrive program will be on the library website and in the September/October newsletter. In addition, José will work up a press article. Ways to get the word out to the blind were discussed----locally through the Onslow County Blind Assistant and through the State Library for the Blind.
- #4-6 Bill praised the hard work done by the staff on all the grants.
- #7 Bill commented that most municipalities and governments have a Naming Opportunities Policy.

### **Old Business:**

- Board Development.  
Report on July 30<sup>th</sup> Economic Development Forum. Bill, Kathy and Phillip attended. Kathy said that information presented was very exciting, but the library was not mentioned. Phillip said that there is a substantial gap between arts and cultural assets and economic development. We must sell libraries as an important part of the economic tool-kit. Dr. Mel pointed out that some years ago library facilities was of the first thing a new industry would consider when thinking of coming to Onslow County.  
New State Library Trustees Pocket Handbook A handbook was given to each member.  
By-Laws Corrections/Revisions/Amendments. The document was re-examined. Susan suggested that a trustee from the Southwest area be considered. Dr. Mel stated that there can't be a trustee from an area that does not have a library branch. Angela pointed out that a full public slot might be filled by a person from the Southwest area. Dr. Mel moved that the By-Laws be amended so that there are two (2) at-large members. Howard seconded the motion. The motion passed. After examining the Pocket Handbook and the Revised Amended By-Laws, there

was discussion. Howard moved that the revised amended By-Laws be retyped by staff and then submitted to the County Commissioners. Barbara seconded the motion. The motion passed.

Membership in State and National Trustee Associations. Kathy passed around the latest North Carolina Libraries publication. Susan distributed applications to NCLA. Philip pointed in the next budget there should be a travel/training component for trustees attending NCLA and ALA.

Approve Resolution Honoring Debora Gibson. The Resolution is attached. Philip read the resolution. Bill moved that the resolution be sent to the County Commissioners to be placed on the agenda. Mel seconded the motion. The motion passed. Angela stated that the resolution could be placed on the September 4<sup>th</sup> agenda. However, it should be placed on a date on which Debora and her family members can be in attendance.

- Library Facilities Planning. Philip said that the Sneads Ferry Land has been surveyed and appraised. There is still work to be done. The geotechnical/environmental study has yet to be done by the county. There is the issue of conditions attached to the gift. Perhaps, there will be a property swap with the school. The effect of the power lines must be considered. Perhaps the developer spoke to the press prematurely. All information received will be sent by the library staff to the county.
- Library Statistics Report. The statistical report is attached. As usual, the report prepared by Estell was very easy to read. What a good job she does!! On special note this month was the 29% increase in circulation system wide.
- Summer Reading Report. Over 4500 people have been in attendance to 190 program events prepared by staff. 1600 people signed up. Over 20 businesses contributing \$6500 have been involved. Friday night is the Free Family Fun Night at the Main Branch. At this event the prizes will be awarded.
- Financial Report.  
Financial Securities Report. The Marine Federal account has a balance of \$9,860.79. The balance of the Wachovia Securities account is \$11,201.81. At Barbara's recommendation, Kathy moved that the dividend interest check from Wachovia be deposited directly in the Marine Federal Account. Howard seconded the motion. The motion carried.  
LSTA EZ Grant. Mr. Alvin Barrett us going to accept the \$21,119.00 LSTA EZ Grant for the library.  
Foundation Update. Bill said that there is effectually no foundation. Phillip gave a short history of the foundation. Discussion took place. Bill said that the Foundation needs a lawyer. Phillip said that the next step is to initiate activity again and finish recruiting membership. Marketing will be part of the grand strategy to create a donor culture in the community. Barbara asked about methods for recruitment.

## **New Business:**

- Current Strategic Plan. The document “Library Goals and Objectives for FY2007-2009” was distributed. See attached. Phillip said that the library will make a strategic plan using document as a framework. Thus progress and things yet to be accomplished will be clear. The OCPL acronym will produce additional new ideas. Bill stated that this was a wonderful report. This document will be filed with the State Library by the September 4<sup>th</sup> deadline. The library will receive about \$263,000 + \$17,500 in state aid. The Golden Leaf money will be sought next year. Susan asked that the final document be emailed to the trustees.
- Correspondence Related Items. A thank you note from Debora Gibson was read. Susan asked if the letters to Russell Tucker and Robert Grady had been written. They had not yet been written.

**Adjournment:**

- Howard moved that the meeting be adjourned. Bill seconded the motion and the motion was passed.

Kathy Morgan, Secretary