

Onslow County Public Library  
Board of Trustees Minutes  
Meeting of January 14, 2009

Members present: Howard Funk, Linda Hopkins, Barbara Marapoti, and Susan Thomas  
Also present: Philip Cherry, Library Director; Estell Carter, Assistant Library Director;  
and Angela Cole, Deputy Country Manager

New Members: Bob Laskowski, Joy Hare Branham, and Sandra White

Members absent: Bill Hemmingway, Kathy Morgan, and Deborah Gibson

Susan Thomas, Chairperson, called the meeting to order at 4:00 pm

Susan Thomas asked Sandra White to serve as recording secretary in the absence of Kathy Morgan.

The minutes were moved to be accepted as written, the motion was seconded and the motion passed.

The sitting members of the board were asked to introduce themselves to the incoming members.

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

**A copy of the Director's Report is attached.** New items addressed by Philip Cherry are as follows:

- #11 Staff members plan to revive the poetry program. A letter was sent to the staff members to try to revive the old program. More Information will follow.
- #12 The Richlands Computer Lab will be addressed later in the meeting.

### **Old Business:**

- **Board Development.**
  - Reports on Trustees Community Outreach Activities: No reports are forthcoming at this time
  - Terms for Board of Trustees: Susan Thomas listed the board members by name and gave each member's tenure. A number of members are scheduled to leave at the same time. Concern was expressed that there would be lack of continuity with a number of members leaving in the same year. It was stated that it was not a concern in the past because of resignations and member serving more than one term. It was decided that no decision should be made at this time.
  - Recruitment Reminders: Susan Thomas thanked the board for its efforts and the need for continued recruitment for board positions.
  - Consideration of Rotating Meeting Locations. Philip Cherry announced the desire to meet in the other libraries in the county. The March meeting will take place in Richlands and the other libraries are being contacted and he is trying to meet in the other venues at their convenience.

- Library Trustees Website Space. Phillip Cherry reported the staff has been diligent in changing the PC system to PDF bundling to that all areas of all reports could be accessed from one site. It takes more time and effort than originally planned. **Philip asked the trustees to please look at the site as it is now.**
  
- **Library Facilities Planning.**
  - Sneads Ferry Branch Project Update. Philip reported that the architectural plans are in and should be presented to the Onslow County Commissioners in February. Plans are in place to work with the Onslow Country School system in the areas of need.
  - Richlands Computer Lab Update. Philip gave the following report. The lab should be completed by January 13<sup>th</sup>, 2009. Due diligence in the area of usage and testing has delayed the opening of the lab. The proactive testing will further insure the success of the computer lab.
  
- **Library Statistics Report. The statistical report is attached.**
  - Kudos were given to Estell for the statistics.
  - The statistics given to the board are at the same sent to the state.
  - Businesses seeking to come to Onslow County look at the library and the statistics before making decisions.
  - Three hundred seventy-five thousand people came to the library in 2008. Statistics show that library use increases as the economy decreases.
  - With the introduction of DVD's, the library decided not to charge for VHS tapes. Use of VHS tapes has increased since the 'no fee' policy.
  - The number of people coming to Free Family Fridays is increasing.
  - The projections for 2009 are to increase.
  - New Ways to getting information to the public
    - Newsprint
    - Library computer terminals screen savers scroll information about library programs
    - Emails
    - Word of Mouth
  - Bob L. asked if Onslow County Schools were involved in the information process. Mr. Cherry responded that the staff met with the school librarians in October. The meeting was good for both school staff media and the library staff. They agreed:
    - To cross communicate
    - To distribute summer reading information
    - Superintendent Kathy Spencer is Honorary Co-chairman of the summer reading program.
  - The School staff media were unaware of the NC live and World Book online offered by the OCPL.
  - Philip Cherry is looking forward to branching out to Camp Lejeune.
  - Philip asked for suggestions for improvement.
  
- **At this point in time, a quorum was lost. The rest of the minutes are a discussion without Action.**

- **Onslow County Public Meeting Room Use Policy.** Philip Cherry explained to the new member that a survey had been sent and the result compiled. The policies of other libraries were used as a guide to formulate the OCPMRU Policy.
- **It was decided the Policy would be sent to the absent members and the discussion would continue during the February Meeting.**
  - There was discussion on the areas of concern.
  - The areas for further study by all: Paragraph two concerning a **Fee for Usage**. The board agreed there should be a fee for usage. The issue of a fee was discussed at great length. Opposition to the fee was noted and the issue tabled for further study.
  - Use of library equipment with a fee. The board felt that usage of the expensive library equipment and the time of staff members should necessitate a fee.
  - The rest of the policy was accepted with out reservation.
- **Computer Usage Policy Revision:** Philip Cherry asked to delay this report until further research and due diligence could be done.
- **Financial Report.**
  - Barbara Marapoti gave the financial report. **Philip has the financial records at this time.**
- **County Manager's Budget Reduction Instructions:** Phillip Cherry reported that in addition to the 5% reduction in budget already requested by the County commissioners, he was instructed to provide an additional 3% reduction to be used if necessary.
- **Foundation Update:** There was no report.
- **New Business:** Delayed until the February Meeting
  - **Resolution honoring Dr. Berlin : A copy will be sent to all members and they are asked to read it before the February Meeting.**
  - **Approval of Additional Holiday Closings: This item is to be placed on February's agenda and members were given the homework of reading the resolution.**

Respectfully submitted,

Sandra White Acting Secretary  
Kathy Morgan, Secretary