

Onslow County Public Library
Board of Trustees
Meeting of August 8, 2006

Members present: Debora Gibson, Chair, Howard Funk, Barbara Marapoti, Susan Thomas, Katherine Morgan, and Andrea Barrett. Also present were Philip Cherry, Library Director and Estell Carter, Assistant Library Director.

Debora Gibson called the meeting to order at 4:00 pm.

The minutes of the previous meeting were read and accepted with one correction. The spelling of Howard Funk's name was incorrect.

Director's Report:

- Increased overdue rates were implemented by the library to apply only to items checked out after July 1, 2006.
- Dorothy Pittman, Circulation Supervisor, resigned in July, and four other Main Library employees were out or left due to illness and relocation.
- Sunday hours in the Main Library have been very well received by the public.
- Some toys distributed by the Children's Department during summer reading were found to have high levels of lead and are being recalled. They were distributed by the state library.
- The director and assistant director are implementing several projects in order to gain greater understanding of library operations. It is anticipated that these will result in better strategic planning and budgeting.
- The library is completing new countywide evaluations of its staff.
- Staff members are removing social security, driver's license numbers, and dates of birth from library registrations to comply with county directives.
- Summer storms created problems for library IT equipment in several locations, resulting in down time for Sneads Ferry and Richlands branches.
- Summer reading was a great success with an increase of 109% in attendance.

Old Business:

- Katherine Morgan and Linda Hopkins completed the audit on the trustees' books and found them to be in order.
- The Library Facilities Master Plan has completed phase 2 and will be presented to the trustees and the County Commissioners in September. Mr. Cherry will request copies for each of the trustees. The report recommends the Commons property for a new Main Library. It also recommends that a new Sneads Ferry branch be started in 2007.

New Business:

- Mr. Cherry is looking to implement strategic planning for the library. Among the areas to look at are:
 - A. Services
 - B. Who we are and where we are going
 - C. Needs
 - D. Goals and objectives
 - E. Savings
 - F. Time frame

- Meeting Room requests: There were two requests for the meeting room; one by the Onslow County Department of Social Services for September 22nd and 23rd; and the other by the Onslow Women's Center Family Law Clinic for October 6. Bill Hemming way moved to approve the requests seconded by Katherine Morgan. The motions passed.

- Estell Carter presented the new circulation reports in pictorial graphs from the computer on the overhead screen, rather than in the former alpha numeric sheets.

Debora Gibson reported that the Marine Federal account has \$8,047.94. She had not seen the current statement from Wachovia.

The next trustee meeting will be September 12, at 4:00 pm.

Katherine Morgan moved to adjourn the meeting, seconded by Bill Hemmingway. The motion passed and the meeting adjourned at 5:30pm.

Andrea Barrett
Secretary