

- Onslow County Public Library
- Board of Trustees Meeting
- January 9, 2007

Members present: Debora Gibson, Chair, Bill Hemmingway, Howard Funk, Andrea Barrett, Katherine Morgan, Barbara Marapoti, Linda Hopkins. Excused: Susan Thomas and Dr. Mel Berlin. Also present was Library Director, Philip Cherry.

The meeting was called to order at 4:05. Howard Funk moved to accept the minutes as read, seconded by Barbara Marapoti. The motion passed.

Director's Report:

- A staff day was held on Dec. 15, with staff training provided by Mr. Steve Davis, County HR, and an afternoon presentation of fire and personal safety. Staff members exchanged gifts.
- The Reference Staff assisted Assistant County Manager, Lori Brill, in researching information for the proclamation at the retirement of Mildred Thomas, longest serving public servant in the state.
- The Reference Staff has removed the vertical files as more current information is found on the internet. The staff is beginning to research ways of downloading information to IPODs and MP3 players to assist patrons requesting this service.
- Patron use of the library was down in December as is usual for the holiday month. Many staff members also used annual leave.
- Ms. J. Salamoua was hired by the County HR to begin a position as Marketing Public Relations Coordinator for the library on January 16.

Board Development:

- A copy of the book Boards That Make a Difference by John Carver was given to each trustee to be used during their tenure on the board.
- Mrs. Gibson reported that although she had written a memo to the County Commissioners regarding a member to work as a liaison with the trustees, and had discussed it with County Administration and Mr. Cherry, it was decided to delay the mailing of it until the Commissioners addressed committee assignments.

Old Business:

- Financial Securities: Mr. Cherry, Mr. Hemmingway, Mrs. Gibson, Assistant Director Estell Carter, Assistant County Managers Lori Brill and Alvin Barrett met to discuss the status of the Wachovia and Marine Federal Accounts. Prior to the meeting Mrs. Carter and Mr. Cherry researched the origination of the accounts and found that they were the result of a bequest by Aurilla Morris in 1973. The County Commissioners recognized the bequest and instructed that it be invested and controlled by the Library Board of Trustees. Therefore, the funds are legally

maintained by the Trustees and include the Community Foundation funds. Mr. Cherry noted that the perpetual fund could become a foundation for the library. Debora Gibson noted that the monies are currently invested in the Wachovia Bank of New Bern. Andrea Barrett moved that the funds be transferred to the Wachovia Bank in Jacksonville, seconded by Katherine Morgan. The motion passed.

- Mr. Cherry recommended that an amendment be made to the library calendar and open the library on December 22 and 23 of 2007. Some patrons complained about the number of days the library was closed during the holidays. Katherine Morgan moved that the library remain open those days, seconded by Howard Funk. The motion passed.
- Board Notebook: Notebooks will be purchased for each trustee to maintain essential materials. Andrea Barrett, Katherine Morgan, Bill Hemmingway, and Barbara Marapoti will meet with several library staff members to assemble the notebooks.

New Business:

- AARP requested the use of the Swansboro Branch Library meeting room to do taxes for the elderly and low income residents. Bill Hemmingway moved to approve the request, seconded by Howard Funk. The motion passed.
- Mrs. Gibson reported that the Marine Federal account had \$8,477.62, and the Wachovia account had \$11,996.55 as of November 30, 2006.

Respectfully submitted,

Andrea Barrett, Secretary