

Onslow County Public Library
Board of Trustees Minutes
Meeting of February 10, 2009

Members present: Howard Funk, Bill Hemmingway, Linda Hopkins, Bob Laskowski, Kathy Morgan and Susan Thomas
Also present: Philip Cherry, Library Director
Members absent: Joy Hare Branham, Debora Gibson, Barbara Marapoti and Sandra White

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

Howard moved that the minutes be accepted as written. Bill seconded the motion. The minutes were approved.

Director's Report:

A copy of the Director's Report is attached.

Philip read the report as there had been a miscommunication about the report which was sent electronically. Special comments are as follows:

- #1. The delay in completing this project has been caused by the fact that electrical installation and painting are done in house by the country and there are only a few employees that do this work.
- #2. The Library is waiting for the Swansboro Town government to make their meeting room policy available, but this is a "done deal".
- #6. All patrons will be notified electronically of this event.
- #9. This number is increasing. **Susan asked that a workshop on this process be offered for the public. Philip said that he will work with the Programming Committee to make this happen.**

Bill Hemmingway reported: "Estelle and Jose gave a wonderful in-depth presentation yesterday at the Meeting of the Jacksonville Host Lions Club, which I have been a member since 1968. I have listened to many programs from many of our folks in Onslow County, but frankly this one was one of the best received by Club members in many years. Our programs are scheduled twice a month on many subjects, but the interest from our Lions was just great. Several "NEW "Library Cards were issued as well to our members who average age is over 65, so that tells you what an impression Estell and Jose made on them.

It also gave me the opportunity to tell and ask them to support the Onslow County Library System and that the next time they see a county Commissioner to ask them for their support in the Library System. And believe me they will, as they are folks who have lived here all their lives and many are retired business owners of Jacksonville and Onslow County. Talk about exposure, wow they were wonderful. "

Old Business:

- **Library Meeting Room Policy Revision.**

Changes are as follows:

Page 1, paragraph 1 and 2, replace the word “provides with the phrase “allows the use of the”.

Page 1, paragraph 1, end the sentence with the word “organization”, striking the rest of the sentence.

Page 1, paragraph 4, change “Permission” to “permission.

Page 1, paragraph 7, change “Non-profit” to “non-profit”

Page 1, paragraph 7, change “admission fees”, to “admission/registration fees”.

Page 2, #8, replace the phrase “a responsible adult who in turn must be present for the entirety of the meeting” to “responsible adult(s). The number of adult(s) must be sufficient to monitor the actions of the participants throughout the meeting time.”

Page 2, 32 at the bottom of the page should read “Attendees are subject to all other Library policies and procedures included in the registration packet.”

Bill moved that the board approve this document as presented and amended on February 10, 2009 with a quorum present. Linda seconded the motion. The motion passed unanimously.

Page 3, the last two lines should read, “Approved by the Library Board of Trustees February 10, 2009” and “Approved by the Onslow Board of ~~Commissioners,~~ (Date of BOC meeting at which approval is given), March 2, 2009”

~~Philip, you will have to tell me what date you want here.~~

Recognition of Dr. Mel Berlin. **See attachment.** Bill moved that the resolution honoring Dr. Mel Berlin be accepted by the Board of Trustees. Howard seconded the motion. The motion passed unanimously.

Request to County for Additional Holiday Closings (Director’s Update Only).

Philip advised the Board that at the February 19th meeting of the Team Cluster of Department Heads he plans to ask for parallel county agencies to have a shared schedule of holidays.

- **Board Development.**

Reports on Trustees Community Outreach Activities. Bill announced that there will be a Legislative Update in the Jacksonville City Council Chambers at 9 AM on February 20th.

Susan reminded the group to read the OCPL Winter 2008-09 bulletin.

Recruitment Reminder. Susan reminded the group that there will be seats to be filled on the Board of Trustees when Bill and Debora leave the Board in June.

Each trustee should be actively looking for qualified persons to fill the Military and Minority Seats on the Board. Bill said that he has his replacement and will get the name to Susan.

Status on Schedule for Rotating Meeting Locations. Philip announced that the March 10, 2009 meeting of the Board of Trustees will be at the Richlands Branch. The June 9th meeting will be at the Swansboro Branch and the August 11th meeting will be at the Sneads Ferry Branch.

- **Library Facilities Planning.**

Sneads Ferry Branch Project Update. Philip said that he and architect Jeff Huberman will meet by phone on Tuesday, February 17th. Philip will bring the changes that the county desires to the table and then negotiate to get a contract, independent of site, to bring to the County Commissioners. Also Angela Cole, Jeff Hudson and Philip will meet on Friday February 13th to see if there is any possibility of a land position swap with the school on the donated site.

- Richlands Branch Computer Lab Update. The staff is pushing for a Grand Opening on March 10, 2009.
- Swansboro Branch Computer Lab Update. In the Reference Area, the shelves of books have been emptied and the shelving sent to the Richlands Branch. A third wall will be dry walled so that Mr. Barbee can build the computer desk tops. Philip will file the required paper work for the Gates Foundation Grant. Hopefully the old computers will go to a Youth Computer Room that will be a safer environment.
- **Library Statistics Report. See attachment.** Philip pointed out that the totals are still above those of last year as a result of staff maximizing every dollar and every resource given them. **Susan said that the members of the Board must be more conscious of telling staff what a great job they are doing.**
- **Financial Report.**
- Marine Federal and Wachovia Securities Accounts. This report was deferred due to the absence of Barbra Marapoti.
- Library Budget Update. On Monday, February 9th, Philip went to a “Budget Scrub” with the County Commissioners. They want to know what services would be cut if the Budget were to be cut 5%? 7%? 8%. Philip said that if the cut is 5%, because Library fines and fees amount (\$19,000) has outstripped the projected cut. However if another 3% cut is called for, services will be cut. The Law Library is at the top of services to be cut.
Also State Aid has cut back the amount to be given to OCPL to last year’s amount. And indications are that more will be cut. Cumberland, Wayne and Onslow will probably remain eligible for State Aid. OCPL needs to be more competitive with fund-raising and grants. The library has positioned itself to get some heavy money to sponsor events. Barnes and Noble will partner with the John Hart Program to be held on Saturday May 30, 2009 at Jacksonville Commons Recreational Center. And Wachovia has donated \$500 for use in the Summer Reading Program.
- Program.Affiliated Groups (Friends of the Library, etc.) Howard moved that this topic be tabled until the April meeting. Kathy seconded the motion. The motion passed.
- Foundation Update. Philip announced that the Library received a letter indicating that the Marine Federal Account is in danger of going dormant because Barbara has been depositing all money into the BB&T Account. Bill offered to provide help if the problem cannot be solved by Philip.

New Business:

- Kathy told the group that the Jacksonville Friends of the Library’s Used Book Sale will be held February 19-21 in the Meeting Room of the Mail Library. She promised to email the members of the Board with details.

- Bill asked about the sign at the Commons property and reminded the Board that the property will revert to the city of Jacksonville if the new Main Library is not built before July 2016. Philip will ask Jose to design a new sign. Philip suggested that perhaps a bigger vision is needed. For example, the Main Library and a Children's Museum could share the Commons site. The Military Growth Task Force has identified Cultural/Art opportunities are needed in the county. Kathy moved that \$25 be the fee owed for use of a Meeting Room. Bill seconded the motion. The motion passed.

Adjournment:

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

Respectfully Submitted,

Kathy Morgan, Secretary