

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

Guests Present: Lisa Whitman-Grice, Director of the Onslow County Museum; John Chandler, Chairman of the Museum Advisory Board; Art Purcell, Vice-Chairman of the Museum Advisory Board; Jack Johnson, member of the Museum Foundation Board; and Tracy Daly, Manager of the Richlands Branch Library. These guests were present to share with the Library Board of Trustees what the Museum is doing and how the Library and the Museum can work together.

Members present: Joy Hare Branham, Bill Hemmingway, Linda Hopkins, Barbara Marapoti, Kathy Morgan, Chairman Susan Thomas and Sandra White

Also present: Philip Cherry, Library Director; Estell Carter, Assistant Library Director; Angela Cole, Onslow Country Assistant County Manager/Operations

Members absent: Howard Funk, Debora Gibson, Bob Laskowski

Each person present introduced him/her self and told in what function he/she served the Library or the Museum.

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

The minutes were accepted as written.

Director's Report:

A copy of the Director's Report is attached.

Philip spoke for a few minutes about item #1. He also said that a small group of those attending the annual North Carolina Public Library Directors Association Legislative Day were asked to participate in a discussion with one of Governor Purdue's top aides, Andy Willis. They talked about state aid to public libraries. Philip spoke about the function of the public library in a military community. Mr. Willis gave assurances that the Governor understands the importance of the public libraries in North Carolina. Bill asked if grants were talked about. Philip said that local budgets and grants were discussed but the emphasis was on state aid to public libraries.

Old Business:

- **Board Development.**

Reports on Trustee's Community Outreach Activities. Chili's restaurant is giving 10% of profits made on the 17th of March from 4:00 pm to 11:00 pm to the Public Library. Susan encouraged all in attendance to go to Chili's at this time and to publicize the event among family and friends.

On March 16th at 7 pm at the main library, Jennifer Licko, an international Celtic music artist, will give a one-time performance. All are encouraged to attend this event and also publicize it.

Angela, Kathy and Susan attended a meeting of the County Commissioners at which they received a proclamation plaque in celebration of Library Month.

Recruitment Reminder. Susan reminded Board members that two positions on the Board---the minority and the retired---need to be filled by the end of June 2009. Bill said that he has approached retired educator, Ted Cherry, about the retired position. Susan reported that Bob Laskowski is suffering from a life-threatening condition. His wife has contacted Beth Purcell and stated that his availability to the Board does not exist at the present time.

- **Library Facilities Planning.**

Richlands Branch Computer Lab Update. Tracy announced that there had been setbacks on the electrical and financial works for the lab. Mr. Barbee has countertops on three of the four walls. Thirteen computers and printers have arrived.

The former Branch Manager Valarie Suttie conceptualized and strongly recommended the conversion of the Richlands Reference Room into a computer lab. *(The Library Director wrote the LSTA EZ Grant which is funding the project using background equipment information compiled by the Library's IT staff members and statistical data contributed by Estell Carter and others.)*

Patrons are absolutely excited about the computers---especially in these financial times.

Susan suggested a thank you note be written to the County Commissioners.

Richlands Branch Long Range Facilities Planning. Philip talked about the long range facilities master plan in which the Richlands Branch Library is to be 10,700 square feet rather than the 3500 square feet the Branch has now. The Branch is out of room. In an ideal economy, the Library would find another site. However, in these difficult financial times, the Library

must consider alternatives to the consultant's report. This meeting is to initiate dialog between the partners---the Museum and the Richlands Branch Library.

Lisa then gave the history of the Onslow County Museum, the long range plan for the Museum and shared the fact that the space for the Museum is too small. She said that the shared space meeting room is the most valuable space in Richlands. Lisa gave each person present a geomap of the site. **This map is attached.** She reported that the Museum hopes to acquire the land and building to the north of the Museum/Library for \$250,000. This land and building is presently owned by the Mrs. Cox, a member of the Sylvester family. The land is being held as the Museum works on its purchase.

Philip said that this is the time for mutual strategizing for expansion so that both programs can flourish. North Carolina has a new Secretary of Culture, Linda Carlyle, who would like to see shared efforts with shared grants. He also said that "The major national funding sources such as the National Endowment for the Humanities and the Institute for Museum and Library Services (IMLS) also favor collaborative efforts over single institution efforts when considering grant applications."

Angela pointed out that non-county funds will be needed. There must be a collaborative effort with shared vision and responsibility to put before the County Commissioners. Angela said that county staff will recommend that the land be approved in the CIP. The land must be appraised.

Mr. Chandler said that the Museum has an ad hoc committee for fund-raising with members from both the Museum Foundation Board and the Museum Advisory Board. He invited the Library Board of Trustees to join.

It was pointed out that there is excellent parking at night using the Piggly-Wiggly and bank parking lots.

Bill said that he though this was a win-win situation.

Lisa said that there could also be shared programs---like the American Girl Tea Party.

Art Purcell pointed out that the land deal is fast-moving.

Joy asked exactly what is wanted of the Board of Trustees. Mr. Chandler said that two trustees are desired to sit on the ad hoc committee. Joy inquired about the time commitment involved. The Committee meets Tuesday/Thursday at 4 pm in the conference room in the Museum. A lot of work is done electronically beforehand.

Joy made the motion that two members of the Board of Trustees be members of this ad hoc committee.

Bill made a motion that the Board of Trustees support the ideas placed before it today. A proposal of joint support between the Museum and the Library with the understanding that the Library can give no monetary support as the Library has none to give. Joy seconded the motion. The motion passed.

Lisa said that a plan for the space and building is being made in anticipation of the purchase.

Kathy thanked the Museum people for coming and sharing their information with the Board of Trustees.

Susan reminded all present how lucky we are to have the guidance of Angela Cole.

- **Library Statistics Report.** **The Report is attached.** Estell presented her report which was informational and presented in an attractive manner as always. She pointed out the substantial percentage increases and that a portion of these increases are due to the poor economy. Also noted was the \$54,000 that has been returned to the County as a result of the budget sweep.

- **Old Business**

Library Meeting Room Policy Revision. On page 1, paragraph 4, change "and" to "or". On the last page, change "March" to "February".

Recognition of Dr. Mel Berlin. Susan will contact Dr. Mel to arrange a time that he is able to attend the County Commissioners meeting to receive his recognition.

Request to County for Additional Holiday Closings. The additional closings are Easter Sunday, April 12th; Saturday, July 4th; and Friday October 9th, only Sneads Ferry Branch. Also December 31st, Main Library and all branches will close at 6 pm. This is not a shared schedule with other county agencies. Bill moved that the Board of Trustees approve the recommendation for additional holiday closings. Sandra seconded the motion. The motion passed.

Kathy moved that the Board consider the Financial Report and postpone Computer Usage Fees until the next Board meeting. Joy seconded the motion. The motion passed.

- **Financial Report**

Marine Federal and Wachovia Securities Accounts. Barbara reported \$9,993.44 in the Wachovia Securities Account.

Library Budget Update. As mentioned above, the Library had to revert 8% of the total Library budget. This amount is about \$54,000. The loss has decimated collection development budget and some of the marketing budget. The staff has identified the top 100 library users for fundraising purposes.

Foundation Update. Philip reported that The Onslow Caring Community Foundation has a reduced fee incentive program that encourages affiliates to maintain a minimum balance of \$10,000. The Onslow County Public Library Endowment is currently valued at approximately \$5,500 following about a \$1,000 loss for the most recent quarter.

Susan asked for two members of the Board to volunteer to serve on the Museum Ad Hoc Committee. Sandra volunteered. Bill said that he would contact Howard. Joy said that she would serve if Howard is unable to.

- **Adjournment.** Kathy moved that the meeting be adjourned. Sandra seconded the motion. The motion passed.

Respectfully Submitted,

Kathy Morgan, Secretary