

DURHAM COUNTY LIBRARY
BOARD OF TRUSTEES REGULAR MEETING
SEPTEMBER 12, 2006
EAST REGIONAL LIBRARY MEETING ROOM

MINUTES

CALL TO ORDER:

Ken called the meeting to order at 6:00 p.m.

ROLL CALL

Present: Ken Berger (Chairman), Lisa Greenbaum (Secretary), Marian Dillahunt-Andrews, Joe Hewitt, Allan Lang, Jon Miller, Al Roberts, and Elsa Woods; Michael Page, liaison to the County Commissioners; and library staff Susan Wright, Joyce McNeill, Priscilla Lewis, Rheda Epstein, Skip Auld, Lisa Dendy, Sandy Sweitzer, and Sandra Sebbas.

Absent: Mohammad Rashdi (Vice Chairman)

Ken adds two items to agenda. #1 -- Skip introduces Sandra Sebbas, manager of East Regional branch. #2 -- Ken noted that board meetings are announced on the County web site and are public meetings, and concern had been expressed that tonight's meeting at East might not have been properly announced. Skip assured that the library would be sure that the county web site reflects the time, date and place of the meetings.

Minutes from August 8, 2006 meeting were approved with no changes.

DURHAM READS TOGETHER 2007 (Ms. Dendy) Ken introduced Lisa Dendy, adult services librarian, who is coordinating DURHAM READS TOGETHER 2007. Ms. Dendy gave an overview of the goals, participants, planning, title selection activities and criteria, timeline, publicity, programming and potential funding support. Discussion ensued about publicity opportunities that may be available through publishing houses' sales and publicity departments, retail book stores, editorial contacts, discounts, library purchases. Durham Public Schools will purchase books for its students.

COMMUNICATIONS (Mr. Auld): The Communications packet was circulated, and the "Branching Out" newsletter was distributed.

FINANCIAL REPORT (Mr. Auld):

The financial report was distributed. Skip said there have been major changes in finance procedures and staffing. Discussion ensued of cataloging and processing expenses, conference attendance support, tracking of encumbrances, allocation of Friends' money, and overdue fines. Michael Page asked where is library paying rent. Priscilla said at Parkwood (one more year) and the existing North Durham (through end of January or February 2007). Michael Page said when we refer to library facility, make clear whether it is not a facility that we have built and own. When South Regional is built, we will have no leased facilities.

COMMITTEE REPORTS

Board Development and Evaluation (Ms. Woods): Elsa reported that committee met and discussed our retreat. The retreat would address orientation for new board members, by-laws and standards, committee functions, where we fit in with County government plans, CIT, strategic planning, recommendations for Main, Sunday hours, and overdue fines.

Facilities and Standards (Ms. Andrews): Marian reported that committee met and discussed South Regional, opening timetable, design changes; SW Regional branch land purchased; renovation vs. relocating of Main; and the Master Plan for Downtown Durham (the County would have to own the space that the library would occupy.)

The Board retreat was scheduled for Saturday, October 28, at Elsa Wood's home. Discussion ensued about inviting Bill Kalkhof to the retreat to discuss Downtown Durham plans. Documents will be provided to board

members electronically or in hard copy prior to retreat. Much discussion ensued about Ellen Reckhow's presentation to Friends on September 6.

Policies (Mr. Miller): Jon said two policies were reviewed and revised: Distribution of Free Publications; and Gift Policy. Both policies were accepted unanimously. Jon said that committee will be looking at both the Art Acquisition Policy and the Co-Sponsored Programs and Exhibits Policy next. Sandy Sweitzer said that the Co-Sponsor policy allows library to sell books when there is an author exhibit.

Planning and Budget (Mr. Lang): Allan said there was no report.

Information and Technology (Mr. Hewitt): Joe said there was no report.

County Commissioner Liaison (Mr. Page): Michael Page said he was very pleased with the Stanford L. Warren Library opening.

EXTERNAL REPORTS

Durham Library Foundation (Mr. Berger): Ken said that the Foundation Board had met at East hours before the Trustees. Two handouts were distributed showing campaign goals and pledged amounts as of 9/1/2006 for the NEH Challenge Grant and The Campaign For the Library—Branching Out.

Friends of the Library (Ms. Woods): Elsa said Friends' retreat is this Saturday, and Friends will discuss Ms. Reckhow's vision for Durham County at the retreat. The next book sale is September 29, 30, and October 1.

Friends of Stanford L. Warren Library (Ms. Lewis): Priscilla said the opening of Stanford L. Warren was a wonderful ceremony, and the effect around the community was phenomenal. The Friends' book sale will have a very large selection of Afro-African books for sale. Salvation Army is closed, books boxed up, computers gone. Salvation Army library staff will work at Stanford L. Warren.

OLD BUSINESS

Data Bus Service (Staff): Priscilla said the 16B DATA bus serves East Regional. There is a DATA bus stop at each library branch, within ½ block of each library. Discussion ensued about where bus stops at East Regional, sidewalks and lighting. Lisa Greenbaum said that the improvement of bus service to libraries is an ongoing issue for continuing future work.

Horizon Problems Resolution (Staff): Library bought an antenna to improve Horizon electronic signals; Bookmobile signals are significantly improved. Discussion ensued about email notification vs. telephone calls; and the telephone messaging system.

Trustees Award/Staff Day: Staff Development Day will be held at North Regional on December 13; the Trustee Award will be presented at that time. Board members each contribute money for this award. Discussion ensued about procedure, criteria, and timeline for selecting recipient of award.

NEW BUSINESS: Ron Whalen Letter re: library hours (Staff): Ron Whalen, director of instructional technology for Durham Public Schools, wants library to open on Sundays. A Public Policy class at UNC will study Sunday hours at library and will report in December.

DIRECTOR'S REPORT (Mr. Auld): Skip discusses patron complaint about use of library meeting room by objectionable community group. Phone message on telephone notification system sounds nasty. Skip discussed his vision of library service.

Ken asked Jon and Elsa to draft a letter of appreciation for a former board member.

Meeting was adjourned at 8:01 p.m.

Next meetings: October 10, 2006; November 14, 2006

Respectively submitted,

Lisa Greenbaum, Secretary