

DURHAM COUNTY LIBRARY
BOARD OF TRUSTEES
January 9, 2007
Library Board Room, Main Library

Call to Order

President Ken Berger called the meeting to order at 6:05 PM.

Roll Call

Present: Kenneth Berger, Joe Hewitt, Allan Lang, Jon Miller, Mohammad Rashdi, and Elsa Woods, Board members; Skip Auld, Rheda Epstein, Sandra Lovely, Sandra Sebbas, and Susan Wright, Library staff; and Michael Page, Durham BOCC liaison.

Absent: Marion Dillahunt-Andrews and Al Roberts.

Approval of Minutes

The minutes of the 12/12/2006 meeting were approved as revised.

Approval of Agenda

Skip asked for time under "New Business" for Sunday hours. Otherwise, the agenda was approved as drafted.

Communications

Skip mentioned upcoming programs, including Durham Reads Together, and passed around the clip report.

StoriesWork program at Durham County Library was featured in the national magazine, *Humanities*.

Other Announcements

Ken read a note from Shelly Geyer to the Board giving thanks for being awarded the Trustee's Award for 2006.

Ken touched bases with Deputy County Manager Wendell Davis on 12/29 concerning Skip's evaluation. Wendell told Ken that it is not necessary to provide input and that no procedure is in place at this time. Skip still encourages feedback from the Board either positive or negative, formally or informally. Much discussion ensued. By 6:40, the topic was tabled to move on with the agenda.

Skip announced that the North Regional library's grand opening will be held at 4 PM on Tuesday, January 30th. He shared the postcard invitation concerning North's opening.

Financial Report

Skip e-mailed the December 2006 financial report yesterday. He asked the Board to look at it and to bring up any concerns in line with 50% of the year remaining.

Committee Reports

Planning and Budget: Allan gave no report.

Facilities and Standards: Marion was absent; however, the committee met in December regarding McDougald Terrace branch.

Board Development and Evaluation: Elsa noted that this committee will meet next Tuesday at 2:45.

Policies: Jon passed out a revised draft of the "Public Art Acquisition and Exhibit Policy". The Board unanimously approved the updated policy.

Skip gave an update that the "Supplemental Reference Policy" is going to the Reference and Reader's Advisory Quality Council and could be two months or more in review. The "Computer Use Policy" revision is on hold at this time, as many computer issues need to be considered.

Jon encouraged library staff to look at 2-3 easier policies in the next month or so.

Planning and Budget: No report.

Information and Technology: Joe reported on the first-ever meeting of the committee, in which they discussed their appropriate roles. He took part in interviews for the Library's System Administrator.

Allan has been appointed to this committee in place of Lisa.

County Commissioner Liaison: Michael had no report but mentioned that the McDougald Terrace plan will go to the Board of County Commissioners in February.

(At this time, the Board took a 2-minute break to view a book cart drill team presentation from Staff Day on You. Tube in Skip's office.)

External Reports

Durham Library Foundation: No report.

Friends of the Library: Elsa reported that the Friends, within 2 months, are halfway to their goal of a \$20,000 matching grant to the Campaign for the Library.

Friends of Stanford L. Warren Library: No report.

Old Business

Horizon Update: Rheda mentioned a successful Horizon upgrade performed on 12/13 (Staff Day). Skip invited the top candidate for System Administrator to meet the Library Leadership Council in a Q & A session this Thursday morning at 11 AM.

Update on McDougald Terrace: Skip recapped yesterday's meeting at McDougald Terrace with 4 Library staff and board representatives, 2 Durham Housing Authority (DHA) reps, and 2 residents. DHA is looking to open a community learning center at McDougald Terrace four afternoons a week next school year.

Usage patterns showed much more activities and need for the Library to be open after school. Skip asked the Board to consider 2-5 or 3-5 PM on Mondays through Thursdays and Saturdays from 10 – 2:00 as new hours. To enhance what we already offer at McDougald Terrace, the Library is prepared to add two Bookmobile stops per month, morning Head Start programs, and Summer Reading special programs. Then we can consider the learning center being in the facility next year.

Discussion followed. Elsa suggested adding Sundays to the McDougald Terrace open hours due to daylight, suggesting perhaps 2 – 6 PM.

Allan brought up having access to publisher's pallets of "hurt" books in relatively good condition for 5 cents apiece. They could be considered for inexpensive book giveaways. R & TS will look into this for consideration.

New Business

Revisions of Bylaws Proposal: This was an item postponed from the December Board meeting. Ken passed on the proposed by-law changes to the Policies committee for wording and review. The two issues are (1) elimination of the Secretary position from Board Officers, with responsibilities to go to Library staff; and (2) meeting frequency to be changed from bi-monthly to monthly as is current practice. This passed unanimously, (pending review and rewording by the Policies Committee).

Public Comment Policy: Ken is asking for the Policies Committee to develop a Board policy for how public comments will be handled at Board meetings. This also passed unanimously.

Sunday Hours: Skip explained how public service staff currently work an every other Saturday and every sixth Sunday rotation. Sunday hours at libraries are ideal from a customer's viewpoint. Skip is thinking of staff working every 3rd Saturday and Sunday together. It has to be costed out before budget requests in March. Hours being considered are 2 – 9 PM year-round at Main, North, East, and at other locations as they open as Regionals. Elsa suggested including Parkwood and Southwest in the Sunday hours before becoming regionals due to how busy they currently are. There was strong support from the full Board for Sunday hours with the full gamut of Library services at all locations.

Director's Report

Sandra Lovely and Sandra Sebbas are attending this Board meeting partially in their role as co-chairs of the Strategic Planning Process. They will get wiki training this weekend. The community search process has been reworded to "Listening" Conference and will be held for most of two days on Friday 5/18 and Saturday 5/19. Please send contact information of anyone who should be included in the listening conference to ssebas@durhamcountync.gov or slovely@durhamcountync.gov

Skip then passed out a draft reorganization plan. Please give input to him.

The next Library Board meetings will be held on February 13 and March 13, 2007.

The Board meeting was adjourned unanimously at 8:30 PM.