

Durham County Library Board of Trustees

Monthly Meeting—Tuesday, October 9, 2007

Main Library Board Room

MINUTES OF THE MEETING

Call to Order: Chair Ken Berger called the meeting to order at 6:03 P.M.

Roll Call: Mr. Berger did a visual roll call. There were no absences. Present: Ken Berger, Sharon Brinson, Marian Dillahunt-Andrews, Joe Hewitt, Allan Lang, Mohammad Rashdi, Al Roberts, Joyce Sykes, and Elsa Woods, Trustees; Rev. Michael Page, BCC Liaison; Dr. Wendell Musser, representing the Friends of the Library (FOL) Board; and Skip Auld, Karlene Fyffe, Priscilla Lewis, Angie Pridgen, Deb Warner, and Susan Wright, Library staff.

Approval of Agenda: There was a change made to the agenda; it was then approved. Staff members Karlene Fyffe and Deb Warner will each give a report to the Board following the approval of the minutes and before “Communications” on tonight’s agenda.

Approval of Minutes of the September 11th, 2007 Meeting: Mr. Lang brought up a concern about the late appearance and abbreviated version of minutes from the last (9/11/07) meeting. Mr. Auld apologized saying that it was an anomaly that won’t be repeated. If Board members feel that something of significance has been left out, then this time during the meeting is an appropriate time to ask to make additions or corrections. After discussion of the approval of minutes process, Mr. Lang made a motion that the minutes be approved; it was seconded and passed.

Presentation about McDougald Terrace: Youth Services Coordinator Karlene Fyffe gave a usage update concerning the McDougald Terrace Branch Library. She chronicled an unwelcoming overall atmosphere, extremely low circulation, low Summer Reading Program participation, almost non-existent Bookmobile usage (0-2 items checked out per visit), and the need to “round up” children when scheduled programs are being presented. Karlene summarized that Durham County Library is providing ineffective “library” services to the McDougald Terrace housing community and suggested that the Library channel its resources into providing aggressive early literacy outreach through partnering with the Community Learning Center which is planned to be set up in McDougald Terrace next month by Durham Public School and other partners.

Mr. Auld acknowledged the failure of getting the hours changed on the sign at McDougald Terrace in a timely manner. However, both Ms. Fyffe and Priscilla Lewis noted that residents China Townsend and Wisdom Pharaoh both were made well aware of the new hours and spread the word throughout the McDougald community. Still kids are not coming.

Also, as background information, Mr. Auld described how the Library worked with Durham Public Schools and the Durham Housing Authority early on to attempt to have the Community Learning Center placed in the branch library location. Recently, however, it was announced that

it would be put into the T. A. Grady Neighborhood Center nearby, which the neighborhood kids are going to regularly.

Rev. Page voiced his real disappointment in Grady being chosen over the Library site with so much up-front work done by the Library and with it going through the County Commissioners. He noted that the children in that neighborhood mostly attend Bethesda or Burton Elementary Schools. Mr. Lang asked what and if other alternatives were explored for McDougald Terrace library services and suggested going out to the schools to talk with the principals of the neighboring schools to get some input. Mr. Auld and Ms. Fyffe come back with an update at the next meeting. Mr. Auld will also speak with Ms. Townsend and Ms. Pharaoh so that they hopefully won't feel betrayed.

Mr. Berger asked about the possibility of a professional librarian being assigned to McDougald Terrace like at Bragtown branch library. Mr. Berger also suggested some kind of alternate service plan to be devised for McDougald Terrace, like for the Salvation Army neighborhood, to be presented to the Board in the future.

Mr. Auld directed that no decision is needed at this meeting but that the Board had asked to be updated at each meeting concerning activity at McDougald Terrace.

Report on Staff Recognition: Deb Warner (AV, Main), Chair of the Staff Recognition Committee. Ms. Warner gave a progress report on staff recognition. The accompanying handout covered revision of staff dress code, new Henry "Clay" Allen Service Award (for hands-on service), Spotlight Award, Independent Awards, Quarterly Celebrations, and Staff Birthday Celebrations.

Mr. Berger asked if the committee could look into various issues, including redesigning the Trustee's Award form, which they will do. Rev. Page also suggested catching employees doing "little things" right throughout the year.

Communications: Angie Pridgen, Interim Marketing Manager, passed out the clip report noting that most of the press concerned meeting rooms, fee schedules, and the FOL book sale.

Other Announcements: None.

Financial Report: Mr. Auld distributed a financial activity spreadsheet for September 2007, summarized in the same way as last month's spreadsheet. Board members have asked for some further information to be included into the financial reports as soon as able. Mr. Lang asked again for a monthly list of what groups cannot use the public meeting rooms due to cost. Mr. Auld will provide information at a future board meeting.

Committee Reports

Board Development and Evaluation: Ms. Dillahunt-Andrews reported that the committee met twice. She distributed a report that showed the draft results of brainstorming on what the committee does and does not do.

Facilities and Standards: Ms. Woods noted that the committee meets at 2:30 the first Tuesday of each month. Part of the program plan process will include talking with neighboring businesses for potential additional parking for Southwest Regional. \$10 million is not enough for Main's renovation.

Mr. Auld interjected heightened concerns about safety and security in the Bragtown community.

Rev. Page brought up concern about the poor condition of the carpet at Main, pointed out to him tonight. This will be discussed at the next meeting.

Information Technology: Mr. Hewitt reported that the committee did not meet this month. However, a field trip is planned for tomorrow to visit the D. H. Hill Library at North Carolina State University and their computer areas.

Planning and Budget: Mr. Lang reminded members that this committee meets on the 1st Thursdays at 3 PM. They reviewed budget expenses and revenue at the last meeting and discussed Human Resources.

Policies: Mr. Roberts reported that two policies need to be tweaked (Computer Use; Meeting Rooms) and that others are up for revision (Co-Sponsored Programs; Group Use; Overdue Fees; Technology Training Room).

County Commission Liaison: Rev. Page had no report at this time but see above under "Facilities and Standards".

External Reports

Durham Library Foundation: Mr. Auld reported on money brought in through the Foundation's campaign.

Friends of the Library: Dr. Musser stated that the FOL Board members are apprehensive about the cost of purchase, placement, and anything else for the new shed and need a solid dollar figure before they can make decisions on staff grant proposals.

Friends of Stanford L. Warren Library: None.

Old Business: None.

New Business: Already addressed above in "Report on Staff Recognition".

Director's Report: Mr. Auld addressed Mr. Lang's comment about needing a library card policy with the fact that all Library staff were trained on what documents can be used to get a Library card at the training two months ago. He will share the REFORMA list of documents with the Policies Committee.

Mr. Auld announced the selection and hiring of a new Head of Reference at Main. We are disappointed that we have not yet been able to hire the East and North Regional managers but we will work to more aggressively advertise and recruit. Skip included a current weeding practices document in the Board packet along with Durham County Library statistics. Jan Seabock will discuss weeding the collection at the next board meeting.

Closed Session/Trustees Award: The other attendees left the meeting at 8:02 PM to allow for a closed session to select the winner of the Trustee's Award 2007 from among the staff and library user nominees.

The meeting was officially adjourned at 8:30 PM.

Respectfully submitted,

Susan Wright
Main Library Services Division Manager
Interim Public Services Manager
[input by Ken Berger and Skip Auld]

Next Meetings: November 13 and December 11, 2007