

# DURHAM COUNTY LIBRARY BOARD OF TRUSTEES

Thursday, March 21, 2013, 6 p.m.

East Regional, 211 Lick Creek Lane

## CALL TO ORDER

Allan Lang called the meeting to order at 6:04 p.m.

Present: Allan Lang, Henry Felder, Derrick Jordan, Shawn Miller, Beck Tench, Crystal Dreisbach, Joe Hewitt, Paolo Mangiafico, Trustees, M. J. Digby; Friends of the Durham Library Liaison, Wendy Jacobs BOCC Liaison, Tammy Baggett, Director; Archie Burke, Anita Robinson; Staff and Glen Whisler, Durham County Engineering

Absent: Joyce Sykes

## PUBLIC COMMENTS

Glen Whisler, of Durham County Engineering provided the Board with updates for Main Library's renovations under the Capital Improvement Plan. In 2008-2009 Durham County Library engaged an architecture firm to define the scope of the project. In 2009 the Board of Commissioners accepted the recommendation of the report, however it has been dormant. Currently it is in the process of moving forward in FY2014 for planning to begin.

Durham County will advertise for an architecture firm under the State law qualification process. Qualified firms will be narrowed down to a short list which would typically consist of 3-5 firms.

The next scope of work will be negotiations and scheduling of work. Mr. Whisler recommends revisiting the program since its 5 years old.

During the renovation project, some of the "skin" of the old building will be removed. Additional windows will be added to provide more lighting. There will be interior cosmetic changes and square footage will be increased. The center stairs will be moved to one side of the building.

The project does not provide for a temporary library location. Services will be provided at Regionals and through outreach services. The library will be closed approximately 18-24 months during the renovation process.

### I. APPROVAL OF MINUTES

Motion to approve with the changes: Ms. Jacobs. Second: Ms. Tench. The motion passed unanimously.

### II. REPORTS FROM LIBRARY STAFF

#### b. Report from East Manager (A. Burke for retired C. Passmore)

The Branch Report was submitted as an attachment.

### III. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

#### a. Communication Report (G. Rozier)

Ms. Rozier was unable to attend. Please review the Foundation packet detailing the Library Foundation fundraising campaign.

#### b. Financial Report & Statistics (T. Baggett)

There was discussion as to the depth of the report. B. Tench suggested an Ad hoc committee to tackle the budget report issue. A. Lang asked for volunteers for Ad hoc committee. The committee will consist of C. Dreisbach, H. Felder, B. Tench and S. Miller. The group will report findings back to the Board.

**c. Director's Report (T. Baggett)**

The Director's Report was submitted as an attachment.

**d. Policy Committee Report (J. Sykes)**

No report was given due to Ms. Sykes being absent.

**e. Budget Committee Report (A. Lang)**

No report was given.

**f. Advocacy Committee Report (B. Tench/C. Dreisbach)**

Lighting Talks was a success. There were over 100 people in attendance with new ideas. Lighting Talks reached a different audience. With the next initiative the committee will work with Jennifer Lohman. The project will be a videography project with an advocacy focus.

**g. Naming Committee Report (H. Felder)**

The naming of the Southwest Regional Library Study Room 125 was approved in honor of Dr. and Mrs. Robert S. Timmins.

**h. Art Committee (A. Sharpe/G. Rozier)**

No report was given.

**IV. SPECIAL REPORTS**

**a. Durham Library Foundation Liaison Report (J. Sykes)**

No report was given due to Ms. Sykes being absent. Mr. Lang stated Ms. Craver of the Foundation has requested a Liaison. Ms. Tench has accepted and will represent the Board as the Liaison.

**b. Friends of the Durham Library Report (MJ Digby)**

Ms. Digby reported the Friends book sale will be held soon. She also shared discussions in meetings include encouraging membership, encouraging staff to study Spanish, and providing cupcakes for National Library Day to employees.

**OLD BUSINESS**

**a. Trustees Retreat (B. Tench)**

Ms. Tench will forward a copy of the minutes from the Retreat as well as the goals of each Board member.

**V. NEW BUSINESS**

**a. Trustees' Award Clarification**

There was a handout distributed that details the Trustee Award Guidelines.

**VI. ADJOURNMENT**

Next Scheduled Meetings:

May 16, 2013	North Regional Library, 221 Milton Road
July 18, 2013	Stanford L. Warren, 1201 Fayetteville Street
September 19, 2013	Southwest Regional, 3605 Shannon Road
November 21, 2013	South Regional, 4504 S. Alston Avenue

Mr. Lang asked for a motion to adjourn. Mr. Felder made a motion and Mr. Hewitt seconded. The meeting adjourned at 8:08 p.m.