

## DURHAM COUNTY LIBRARY BOARD OF TRUSTEES

Thursday, September 18, 2014 6-8 p.m.  
Southwest Regional – 3605 Shannon Road

### CALL TO ORDER

Chair Dr. Felder called the meeting to order at 6:00 p.m.

Present: Tamara Bynum, Sandra Chambers, Crystal Dreisbach, Henry Felder, Joe Hewitt, Rosemarie Kitchin, Shawn Miller, —Trustees

Eve Marion – Friends of the Durham Library Liaison

Tammy Baggett—Director; Kathy Makens; Gina Rozier, Lynne Barnette, Anita Robinson - Staff

Absent: Wendy Jacobs, Joyce Sykes, Beck Tench

### PUBLIC COMMENTS

There were no public comments.

#### I. APPROVAL OF MINUTES

Motion to approve August minutes: Ms. Kitchin. Second: Ms. Chambers. The motion passed unanimously

#### II. REPORTS FROM LIBRARY STAFF

##### a. Branch Manager of Southwest Regional Library (L. Barnette)

#### **Staffing:**

We have just hired a new Library Assistant and in the process of interviewing for Page positions. We should be interviewing for another Library Assistant soon. Staff from other locations have been helping us during our staffing shortage.

#### **Security:**

We have been pleased with our security officer, Officer Parker. There have been no major security issues. Limiting cell phone use to only certain areas has brought praise but a lot of enforcement has been needed.

#### **Statistics:**

Circulation for FY2014 was 1,037,632

Borrowers added in FY 14: 9% (total borrowers in June=37939)

Holds average roughly around 11,000+ per month.

#### **Children's Unit:**

Comics Fest (all ages) will be held 3 days this year and will be coordinating with Durham Reads Together.

New and popular programs the past year:

Hogwarts Club; Frozen Sing-a-Long (100+ attendance); Star Wars Club; and Spanish Story Time

Margaret's Gardening (monthly program)

Chinese Story Time (restarted)

Slime the Librarian (end of summer reading)

Art Lab Series (during the summer)

Summer Reading completions were up from last year.

**Teens:**

Popular programs: Dr. Who Party; Anime Club; Study Break for Teens.

UNC-CH interns.

**Adult Services:**

Fall into Romance will be held November 7-8.

Comics Fest October 24-26 (in conjunction with Durham Reads Together).

We have started a Senior Game Day which is gradually growing in popularity.

Subgenre O'rama (a new book club where titles read have a genre mashup, such as an Amish vampire romance.

**Circulation:**

We have been keeping up with heavy use. The circulation staff receive many compliments and general praise for Southwest and the library system.

Volunteers help greatly, especially during times of staff shortage. We had over 2000 volunteer hours FY14.

A little shelving just added to holds area.

Automatic sorter really helpful, especially during staff shortages.

**Manager Summary:**

We have a vital, creative, hard-working staff who give great customer service and continually raise their game to do bigger, better things and to meet inevitable challenges. Active, demanding, but supportive patrons who love their library, ask a lot of it, and give back with praise, assistance, and good interactions.

**b. Library Director's Report (T. Baggett)**

Trustee Dreisbach was acknowledged for her last day of service to the board. We appreciate Ms. Dreisbach's passion, hard work, service and dedication she has provided to the board the past 3 years.

Ms. Baggett met with the Main Library Architect Selection Committee to discuss plans for Main's renovations. The top 6 architects were selected as potential prospects for the project. The interviewing process will begin in October. Future library needs were identified for various departments. Some of the needs are an increase in space for various departments, larger space is especially needed for programs that are held; the North Carolina Collections area, vehicles, administration, and Resources & Technical Services.

Durham Reads Together with Congressman John Lewis will be begin on Saturday, October 4, 2014 at Main Library.

The Friends of the Durham Library Book Sale will be held October 4-7, 2014 at Main Library.

Kathy Makens, Resources and Finance Officer was introduced to the board.

**c. Library Health Report (K. Makens)**

Ms. Makens reviewed the Library Health Report. Trends indicate there has been higher attendance in children's programs and increases in eBooks usage. There has been a dramatic increase in Teen's program attendance. Downloadable movies and music will be offered soon.

#### **d. Marketing & Development Manager (G. Rozier)**

The deadline for Season's Readings submissions is Monday, September 22. Board members are encouraged to submit a review.

A memorial event will be held for Selena Warren Wheeler on Friday, September 26, 2014 12:00 p.m. to 2:00 p.m. at Stanford L. Warren Library. The Master of Ceremonies will be Durham City Councilman Eddie Davis.

Durham Reads Together is sponsoring Durham Reads Together March Book One with Congressman John Lewis on Saturday, October 4, 2014 9:00 a.m. at Main Library. The weekend events are as follows:

Saturday, October 4, 2014

9:00 a.m. -10:30 a.m.

Durham Marches Together  
Main Library

Saturday, October 4, 2014

2:30 p.m. – 5:00 p.m.

Durham Reads Together Kickoff  
B.N. Duke Auditorium  
North Carolina Central University, Durham, NC

Saturday, October 4, 2014

7:30 p.m. – 9:00 p.m.

Dessert Reception with Congressman John Lewis  
Library Foundation Fundraiser \$75.00 per person  
Hill House, Durham, NC

Sunday, October 5, 2014

4:00 p.m. – 4:30 p.m.

Congressman John Lewis in Conversation with Frank Stasio  
Hayti Heritage Center, Durham, NC

There are numerous events scheduled during the month of October for Durham Reads Together. Please visit [DurhamReadsTogether.org](http://DurhamReadsTogether.org) for more information and details.

The new Humanities Brochure is now available.

The Friends of the Durham Library Book Sale will be held October 4-7, 2014 at Main Library.

\*\*Staff was excused from the meeting for voting for the Board of Trustees Award.

\*\*Meeting resumed.

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

#### **a. Advocacy Committee (C. Dreisbach)**

The Advocacy Committee is serving on a planning committee for Durham's 1st annual Read Local Book Festival which will take place on Sunday, May 17th, 2015 at the Durham Central Park Pavilion. The 15-person planning committee meets on the third Thursday of each month at the Main Library and consists of representatives of the Durham County Library, local authors, local book publishers, local book sellers and other groups in the community such as Indy Weekly and Hayti Heritage Center. The launch of the website ([www.readlocalinc.org](http://www.readlocalinc.org)) is slated for

October 1st, and it will include information about the event, as well as newsletter signup, volunteer signup and participant registration.

#### **IV. SPECIAL REPORTS**

##### **a. Durham Library Foundation Liaison Report (T. Baggett)**

Fundraising efforts are going well. Coin banks are filling up at all locations. South Regional, Southwest Regional and North Regional have filled up twice. It's a fun way to contribute to the Foundation's fundraising.

The Foundation will host a fundraiser during Durham Reads Together. There will be a DLF Dessert Reception on Saturday, October 4, 2014 7:30 p.m. at the Hill House, S. 900 Duke Street. Tickets are \$75.00 each.

##### **b. Friends of the Durham Library Report (E. Marion/T. Baggett)**

The Friends met on September 11. It was confirmed the Friends will award \$17,500 for staff proposals during the fall staff funding period.

Satellite books sales continue to do well with online sales doing better than expected.

The fall book sale will be held October 3 through October 5. Friday, October 3 will be the Preview Sale for Friends members only 4:00 p.m. 7:00 p.m. Saturday, October 4 is open to the general public 10:00 a.m. - 4:00 p.m. Sunday, October 5 will be the \$7 bag sale in the auditorium and garage 2:00 p.m. – 5:00 p.m.

Ms. Marion will assume the position of Chair of the Scholarship Committee.

#### **V. OLD BUSINESS**

Old business was not discussed at this time.

#### **VI. NEW BUSINESS**

##### **a. Discussion and selection of Trustee Award Nomination Winner**

The board voted earlier in the meeting.

##### **b. Discussion of and Recommendations for New Library Board Trustees**

The board voted for 3 recommendations to fill the vacant at-large positions. Ms. Robinson will forward the recommendations to the Clerk for the Monday, September 22 Board of County Commissioners meeting.

##### **c. Proposed Change to Trustee Orientation Procedure (R. Kitchin)**

Ms. Kitchin suggested transferring orientation documents and binder materials to a flash drive or as an online resource to reduce the usage of paper.

#### **VII. ADJOURNMENT**

Next Scheduled Meetings:

Thursday, November 20, 2014 South Regional Library, 4505 S. Alston Avenue

Dr. Felder asked for a motion to adjourn. Ms. Kitchin made a motion and Ms. Dreisbach seconded. The meeting adjourned at 7:30 p.m.