

DURHAM COUNTY LIBRARY BOARD OF TRUSTEES

Thursday, November 20, 2014 6-8 p.m.
South Regional – 4505 S. Alston Avenue

CALL TO ORDER

Vice Chair Mr. Miller called the meeting to order at 6:04 p.m.

Present: Dr. Mrinmay Biswas, Sandra Chambers, Joe Hewitt, Melissa Kimathi, Rosemarie Kitchin, Shawn Miller, Dawn Trembath—Trustees

Wendy Jacobs - Board of County Commissioners Liaison

Tammy Baggett—Director; Kathy Makens; Gina Rozier, Tamara Anderson, Anita Robinson - Staff

Absent: Tamara Bynum, Dr. Henry Felder, Eve Marion

Guest: Hank Kinsley

PUBLIC COMMENTS

There were no public comments.

I. APPROVAL OF MINUTES

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

Introductions were done to welcome newly elected board members and guest Hank Kinsley.

II. REPORTS FROM LIBRARY STAFF

a. Branch Manager of South Regional Library (T. Anderson)

Staffing:

We welcomed three new employees to South Regional: Jacquelyn Martinez (part-time Adult Services Librarian), Tamia Taylor (part-time Circulation Assistant), and Maurice Rogers (Page). We interviewed applicants for the Adult Services Manager's position and submitted our selection to Human Resources.

Security:

We have had a few minor incidences that required emergency personnel: a teen injured himself running across the street, another teen had a seizure, and someone set one of the bushes on fire. We continue to work with area middle schools and parents to decrease inappropriate behavior in the library.

Statistics:

November 2013-October 2014

Circulation – 553,752 (46,146 monthly average)

Door Count – 282,190 (23,515 monthly average)

Volunteer Hours – 853.25 (71 monthly average)

Programs – 586 (49 monthly average)

Program Attendance – 27,773 (2,314 monthly average)

Public Meeting Room Use – 3,441 (287 monthly average)

Public Meeting Room Attendance – 11,755 (980 monthly average)

Children’s Unit:

We had a record-breaking turnout for our annual Halloween Hoot! Despite Early Voting, approximately 165 people participated. Lauren Doll received a Multimedia Friends Grant for the Children’s Programming Room. The room will be equipped with a 70” LED Smart TV, white board, Smart Blu-ray Player, and a laptop. Due to its popularity, Science in the Summer’s offerings for elementary students will increase to three level one sessions and three level two sessions in July 2015.

Teens:

Teen Services has partnered with the Microsoft Store at the Southpoint Mall for Teen Game Days. Jennifer Brannen proposed a system-wide Teen Read Down program. She was also awarded a system-wide Friends Grant for additional roving teen programming kits.

Adult Services:

Adult Services has also partnered with the Microsoft Store at the Southpoint Mall to offer computer and gaming classes for adults. We have also offered a wide variety of programming: Master Gardeners; From Glazed to Gourmet: History of Donuts in NC; and Durham Reads: the History of the Long Civil Rights Movement in Durham.

Circulation:

Staff continue to shift, weed, and shelve materials in a timely manner to ensure that the collection remains relevant and accessible to our customers.

Manager Summary:

Approximately 9,110 people voted at South Regional during Early Voting. As a result, our gate count increased by 32% (October 2014: 34,450) in comparison to last year (October 2013: 26,006). Parking was difficult, but with the assistance of two extra G4S Officers and a Board of Elections employee we were able to provide crowd control. We continue to foster and build partnerships with businesses in South Durham as well as the RTP. We were recently approved as an official PNC Bank Grow Up Great Volunteer Site. The Microsoft and EPA collaboration have created successful programs: nature walks, air fairs, home school workshops, computer classes, and gaming days. I also attended the National Institute of Environmental Health Sciences (NIEHS) Fall Fest in hopes of creating additional partnerships.

b. Library Director’s Report (T. Baggett)

Staff Development:

Staff Development is held 2 times a year with the Board of Trustees award being presented in November. John Davis was the recipient of this year’s award. Ms. Kitchin and Dr. Biswas attended Staff Day. Ms. Kitchin presented the award on behalf of the trustees.

Durham Reads Together:

Durham Reads Together was extremely successful. Programs were recorded and are on the DCL website.

Updates on Main Renovations:

Vines Architecture, a Raleigh firm has been selected as the architectural firm to design Main renovation. As part of the renovation planning process, Vines will meet with the library planning committee weekly. The first public meeting is scheduled for Thursday, January 29 at 7:00 p.m. There will be a number of opportunities for public and staff to meet with the firm.

The planning and design phase will be in effect until 2016. DCL renovation will be on the November 2016 bond referendum. The Board of County Commissioners passed an agenda item which transferred 2.4 million of excess courthouse funding to the Library Capital Improvement Plan (CIP).

Closing and service to the public has not been determined at this time. We hope to have more book mobiles which will allow more outreach to the community. In addition, we are working with the County to locate space for areas of the library that need a home (NC Collection and R&TS).

Bookmobiles

We received official approval from the Board of County Commissioners to purchase a vehicle next year. The new book mobile will be a sprinter vehicle with books. We have plans for the second vehicle to be equipped with technology.

First Library in Space received an award from NCPLDA North Carolina Public Library Director's Association.

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

Credit cards will be accepted soon for monetary transactions for fines and fees.

Hoopla Service

DCL is now offering Hoopla. Hoopla is a digital service that allows patrons to download videos, music and more audio books from the library.

Lucky Day Collection

Within the next year, Lucky Day collection will begin. Lucky Day is a segment of popular collections which will not be available for holds. Collections will be available on shelves on a first come basis.

Maker Days

Maker Days has been extremely popular with DCL. Maker Days consists of 3D printers which print 3 dimensional objects; cameo printer; larger poster printer, 3D scanner. Currently this is offered at Main but we would like to

expand to other locations. Maker Days are held once a month. The next event is scheduled for Saturday, December 6 at 9:30 a.m.

Emergent Readers

The Friends grant has made it possible to purchase more Emergent readers. Emergent readers are phonics books that assist kids that are just beginning to read independently.

Catalog

Staff has been assisting with more cleanup and rolling out more updates. We have also begun using Portfolio.

d. Marketing & Development Manager (G. Rozier)

Durham Reads Together

Durham Reads Together was successful on many levels. Congressman John Lewis was honored with patrons and staff given the opportunity to meet him during the weekend events. During the month of October attendance reached approximately 1700 for the 19 events that were held.

Season's Readings

Season's Readings is an annual collection of reviews that is composed of staff recommendations. This publication is paid for by the Friends. It is mailed to Friends members and will be on sale for \$2.00 per copy. The 2014 edition should be available after Thanksgiving. Everyone is encouraged to participate in the 2015 edition.

Annual Report

The Annual Report is in progress. Donations are encouraged.

Important Upcoming Events

Anita Woodley's Boomerang

Sunday, Dec. 7, 3 p.m., Main Library

Award winning actress/journalist Anita Woodley's one-woman performance examines her transformative trip to the rainforest in Cameroon, Africa. Woodley's prior performances, Mama Juggs and The Men in Me have been big hits.

Duke Ellington: Man, Myth, Music and the Sacred Eternal

Tuesday, Dec. 9, 7 p.m. · Stanford L. Warren

Daoud A. Haroon, jazz musician and historian, will explore the social, historical and creative implications of jazz icon and visionary, Duke Ellington on 20th century music and American culture.

A Weekend of Music

Baile y Bomba Boriqua

Saturday, Dec. 13, 3 p.m. · East Regional

A lecture/demonstration on the dance form of Plena and Bomba from Puerto Rico.

Mariachi Los Galleros de Mexico

Sunday, Dec. 14, 3 p.m. · Main Library

A fun-filled, musical afternoon as Mariachi Los Galleros sing Spanish songs.

III. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. Advocacy Committee

A report was not given.

b. Art Committee (R. Kitchin)

The committee met and members reviewed new acquisitions. Three original artwork donations given to North Regional will be placed. Artwork was inspected at Main. Recommendations were made for changing and/or rearranging artwork and plaques. A temporary exhibit application will be reviewed at the January meeting.

It was suggested the committee incorporate local art committees and artists to give exposure to local artists.

IV. SPECIAL REPORTS

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

The Foundation is only a few thousand shy of the 1 million campaign goal.

Ms. Trembath was appointed as the new liaison for the Foundation.

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

Our October Friends of the Library Fall Book Sale brought in \$22,012.68. Satellite sales continue to do very well and online sales are picking up.

The most recent round of Library Staff Program & Supply proposals were funded in October in the amount of \$17,500.

At the FoDL board meeting last week, we talked about the by-laws update, agreed to sell Season's Readings extra copies for \$2 at the Regional branch sales, and arranged for the poinsettias to be delivered to the libraries for the holidays. We also talked about upgrading the credit card system used at the book sales by switching to Square. We discussed enabling credit card sales at the satellite sales as well; perhaps piloting Square at one of the most active satellites before the next weekend sale.

V. OLD BUSINESS

a. Changes to Trustee Orientation Procedures (R. Kitchin/A. Robinson)

Documents from the BOT manual have been added to the website. We will continue to use binders as some members prefer paper copies. Instructions were given as to how to retrieve the documents.

VI. NEW BUSINESS

a. South Regional Library Parking

There continues to be a shortage of parking at South Regional. A possible solution is utilizing the building behind the parking but it is not clear where the property line divides the land between the school and the library. We will need to advocate for additional parking. It was suggested to document the parking trend, conduct a parking study as well as a staff evaluation.

VII. ADJOURNMENT

Next Scheduled Meetings:

Thursday, January 15, 2015 Main Library, 300 N. Roxboro Street

Mr. Miller asked for a motion to adjourn: Ms. Kitchin. Mr. Hewitt seconded. The meeting adjourned at 7:36 p.m.