

# DURHAM COUNTY LIBRARY BOARD OF TRUSTEES

Thursday, January 15, 2015 6-8 p.m.

Main Library - 300 N. Roxboro Street

## CALL TO ORDER

Chair Dr. Felder called the meeting to order at 6:07 p.m.

Present: Dr. Mrinmay Biswas, Sandra Chambers, Dr. Henry Felder, Melissa Kimathi, Rosemarie Kitchin, Eve Marion, Dawn Trembath—Trustees

Tammy Baggett—Director; Kathy Makens; Gina Rozier, Anita Robinson, Joel White - Staff

Absent: Tamara Bynum, Joe Hewitt, Wendy Jacobs, Shawn Miller

## PUBLIC COMMENTS

There were no public comments.

### I. APPROVAL OF MINUTES

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

### II. REPORTS FROM LIBRARY STAFF

#### a. Branch Manager of Main Regional Library (J. White)

##### New Staff

Adult Services:

Tiwanne Nevels - Manager of Adult Services; Jenny Levine - Adult Services Librarian

Children's Services:

Olivia Singleton - Paraprofessional; SoYoung McKenna - Professional

##### Main Computer Usage Statistics:

Computer Type	# of Sessions	Avg Wait Time Minutes	# of Public Computers	Sessions/ Computer
Adult 60 minute	5,184	8.26	28	185.1428571
Adult 15 minute	668	2.00	2	334
Adult 30 minute	1,870	1.89	8	233.75
ADA	25	2.32	1	25
Children	1,018	2.01	6	169.67
Teen	598	1.84	6	99.67
Job Link	532	2.60	5	106.4
Microfilm	17	0.70	2	8.5
Scanner	76	3.09	1	76
Homework	53	0.88	1	53
<b>TOTAL</b>	<b>10,041</b>	<b>2.56</b>	<b>60</b>	<b>167.35</b>

4833 total sessions

Door Count:

Main 83,880

SW 46,763

Children's Unit: Programming nearly doubled from a year ago. Programming is held 7 days a week.

- Added a children's homework computer
- Added a Korean Storytime
- Regular Pajama Storytime
- Bi-lingual Storytime
- Hand-eye coordination programs
- Crafts
- Saturday Morning Storytime has skyrocketed. Last Saturday (January 10) there were over 150 parents and kids present. We also use outside performers and storytellers.

Teens:

The following were made possible due to a Duke Energy Grant:

STEM Programming-Duke Energy Grant

-Teen Blogs

-Science experiments

-Expanded collection

-Invited community agencies (Splatt Space-Maker Space, Echo Media – Photography)

-Teen librarians doing Social Media presentation at Holton Career Center

Grant Applications:

- We are currently applying for a LSTA STEAM grant (incorporating Arts) \$245,000.00

- New Grant to have a Lego Robotics club (Cisco representative)

Adult Services:

Programming

- Dungeons and Dragons
- Graphic Novel Book Club
- Tax preparation
- Poetry Live
- Karaoke Live
- Garage Band Jam – The Garage Band Jam, which began last summer, is an on-going event. We are recruiting new bands to perform. Performance equipment is provided by artists bringing their instruments.

Upcoming for new year - Urban Literature Book Club

Circulation:

We are working with Adult Services and Tech Services to heavily weed the collection with anticipation of eventual renovation.

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

Main Library Renovations

A forum meeting was held on January 9, 2015 as an opportunity for staff to meet with Vine Architects to discuss and give input on the Main Library Renovation. The next staff forum is scheduled for Friday, January 16 at Main. There are planned public forum meetings for patrons to discuss what they would like to see in the renovated library. The first public forum meeting will be held Thursday, January 29 at Main. A forum will be held for the Library Family and Neighborhood organizations on Tuesday, February 3. The public will be notified via emails, media releases and the library's website.

Bookmobile

The bookmobile has been ordered and will be delivered to Greensboro in March. The up fit will be done and the vehicle should be delivered to DCL by the end of the fiscal year. Two additional bookmobile vehicles will be requested during the upcoming budget cycle.

Bragtown

Bragtown is scheduled to reopen in February 2015.

Credit Card Payments

Credit card payments will be accepted from patrons soon. A \$2.00 transaction fee will be passed on to the customer.

Organizational Chart

An updated organizational chart was distributed.

Homework Assignment

Board members were challenged to prepare a brief elevator speech to share about DCL. It is due at the March meeting.

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

There was a mistake on the BOT budget report that will be corrected.

The contract for Brainfuse, an online tutoring service, is with Legal.

eRate application is due soon and due to a change in the formula, we are now eligible for \$850,000 in reimbursement. County IT must be willing to purchase things for DCL before reimbursement.

There was the customary dip in program statistics for December since many locations offer less programming and fewer people come into the library during the holidays.

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

Artists whose work has been showcased in the humanities brochures were featured at the Humanities Society party at the Hill House in December.

Season's Reading is now available.

A weekend of music was held with more than 120 customers in attendance for the two events. The featured groups were Baile Y Bomba Boriqua at East and Mariachi Los Galleros de Mexico at Main.

Mobile printing is now available from any device. Normal charges apply. Please visit [www.printeron.com](http://www.printeron.com) for more information.

*Read Across Durham* kickoff will be held Monday, March 2 at the DPS Staff Development Center, 2107 Hillandale Road, Durham NC.

The Veggie Van will be coming to Main library on Tuesdays.

*Meet the Maestro* will be held on Saturday, February 7, 3:00 p.m. at Southwest Regional.

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

**a. Art Committee (R. Kitchin)**

North Regional received three children's art donations: one of the three is a triptych.

There are two applications before the committee now; one from a basket maker that may be installed at North, the other from a book illustrator.

**SPECIAL REPORTS**

**a. Durham Library Foundation Liaison Report (D. Trembath)**

Several board members expressed a willingness to help garner support for a bond referendum. The specifics will be worked out as the process unfolds.

The Library Foundation has concluded its 2014 fundraising campaign and plans to announce totals at a donors' event on Thursday, January 29, 2015.

There has been discussion regarding incorporating online efforts into future campaigns. This will be discussed further by a designated committee.

**b. Friends of the Durham Library Report (E. Marion)**

The Friends conducted a business meeting. Bylaws were reviewed, as well as potential methods to increase membership. Betty Danielson is stepping down and it has not been decided if her position will be replaced.

**IV. OLD BUSINESS**

Committee appointments need to be examined. Dr. Felder and Ms. Baggett will meet about this.

**V. NEW BUSINESS**

No new business discussed.

**VI. ADJOURNMENT**

Next Scheduled Meetings:

Thursday, March 19, 2015      East Regional Library, 211 Lick Creek Lane

Dr. Felder asked for a motion to adjourn: Ms. Kitchin. Ms. Kimathi seconded. The meeting adjourned at 7:40 p.m.