

DCL BOT Meeting
Thursday, February 22, 2018
Library Administration Building – 101 E. Morgan Street

BOT Members Present: Moy Biswas, Sandra Chambers, Phillip Harris, Meli Kimathi, Hank Kinsley, Luis Oliverieri-Robert,
Absent: Dawn Trembath, Angela Wilson
Friends Liaison: Michelle Burton
DCL Staff Present: Tammy Baggett, Kathy Makens, Lauren Menges, Desiree Peterson, Anita Robinson

Staff Reports

Introduction of New Head of NC Collection - Lauren Menges
As of December 4, 2017, Durham County Library is proud to welcome local history library specialist Lauren Menges as the new head of its North Carolina Collection.

Ms. Menges is a Certified Archivist and earned her Master of Library and Information Science (MLIS) at the University of Pittsburgh. She has experience working in academic libraries as a reference and instruction librarian, but her passion lies with archives and special collections. She worked at the University of North Carolina at Chapel Hill in 2013 and 2014 as the Manuscripts Digitization Project Librarian for the large-scale digitization project “Content, Context, and Capacity: Digitizing the Long Civil Rights Movement in North Carolina.”

For the past few years, Ms. Menges served as the Archivist for the Leatherby Libraries at Chapman University in Southern California. There she managed two large archival repositories, overseeing all processing, reference, digitization, and outreach activities. Durham County Library shares in Ms. Menges’ excitement as she returns to the Triangle area to serve as the new head of the library’s North Carolina Collection.

Branch Report - Desiree Peterson

Brainfuse – A useful tool for keeping teen area calm after school, offering (with account setup):

- Brainfuse is a resource offered by Durham County Library. There are two different products offered by Brainfuse: Help Now and Job Now.
- Brainfuse offers a lot of customized feedback, as well as resources for self-guided learning.
- Brainfuse has people ready to answer your questions from 2:00 pm-10:00 pm.
- There is a Live Tutoring Feature: You can select a tutor based on your grade and subject area. When you get into the chat, you will see a chat space and a whiteboard space where you can type, write, add mathematical equations, or even pictures. You can also take pictures on your phone and add them to your session through the Brainfuse app.
- Language Lab lets you get live tutoring for your Spanish class specifically, or in Spanish.
- Resume Help has a similar chat and whiteboard platform, but the tutors are specific to helping with your resume.

- Live job coaching gives you expert assistance with searching for, applying to, and preparing for jobs. If you want help with your interviewing, you can practice with the live interview coach.
- The study aids are mostly for students but not completely.
- Skill surfer has two access points—one through Job Now and one through Help Now. In general, skill surfer has lesson plans based on what you want to learn or practice. Under Job Now, they are related to careers. For example, Teaching has practice PRAXIS exams. You can also see all the college prep test information that it offers. You can get something similar for just about every subject k-12.
- Leap is similar but it's a lot more structured in how the content is delivered. A Leap learning program starts with a pre-test and it adjusts the lessons it offers based on how you do, so you get a personalized lesson plan.
- Flashbulb is essentially a flashcard tool. It has a huge list of flashcards already there but some were user submitted and some are from Brainfuse. If you go into the set of flashcards, you can look at the bottom to see who submitted it. You can also create your own flashcards.
- For our job seekers, Brainfuse also has templates. Resume templates has three different templates you can download. They are Word files that have a description of what you fill in so you just take the description out and put in your own information.
- Optimal Resume is a resume creation software. You can store your resumes and cover letters there, as well as track your interviews and the websites of the different companies you apply to.
- One of the coolest aspects of Brainfuse is the app. It offers much of the same as the website with the addition of snap-n-send, where you can take a picture of your homework and add it to your tutoring session.
- Live help is also available, though without the whiteboard.
- Task Tracking is pretty cool for organizing your to-do lists.
- And the fact that Flashbulb is available on the app is probably the coolest part of it. It lets you take your flashcards everywhere without the paper.

Directors Report - Tammy Baggett

Main Transformation

- Downtown Library Without Walls – Hours changed for NC collection, Mondays hours will be open 10:00 am-5:00 pm instead of 12:30 pm– 9:00 pm.
- Serving homeless – Committee is being formed comprised of community organizations for discussions. Considering conducting a needs assessment with homeless population to determine their needs, in order to provide more than just a place to come out of the elements. Library is soliciting feedback on best way to accomplish this.
- Bragtown experienced significant flooding which resulted in pipes bursting. All books were damaged at the location but most computers were salvaged. There have been discussions on whether to renovate or expand Bragtown. Staff will broaden efforts to expand outreach including regular bookmobile visits. Portable hotspots have been moved to Stanford L. Warren, where demand was high.

- Budget meeting was held with budget office and General Manager. We are requesting Ms. Burton and Ms. Chambers attend upcoming budget meeting to provide input and learn about the process.
- Development Officer Position – The position is in HR application screening process.
- New Director’s Blog debuted a few days ago-was sent out via email and is available on website at <https://durhamcountylibrary.org/directorsblog>. The first issue announced the library’s 5 goals for prioritizing resources:
 - Literacy
 - Bridging Digital Divide
 - Workforce Development & Preparedness
 - Capturing the Culture of Durham
 - Accountable, Efficient & Visionary Libraries

Library Health Report – Kathy Makens

Library EDGE assessment information, included in agenda packet, highlighted evaluations on various standards against peers. There was a significant increase in community value with only one area for growth ability to enter any branch and receive staff attention for at least 10 minutes.

Community engagement decreased a bit due to lack of technology survey last year.

Number of public computers available is low due to main closure, but Durham County Library has secured a state grant to make existing computers more accessible for customers needing accommodations for motor disabilities.

Marketing – Stephanie Bonestell

The marketing report is included with agenda packet – please see attached.

Report of Officers, Boards, & Committees

Art Committee – The committee is now meeting consistently and Mr. Biswas has suggested they meet every month BOT is not meeting and is advocating a proactive approach to envisioning what they want to see and being outrageous, asking for the money necessary to achieve this.

Ms. Baggett reports the meeting with the architects is most likely 2-3 months out in the overall process, and the budget for art has not yet been determined.

Facilities & Standards – Hank Kinsley

The facilities and IT Committee were previously recommended to be disbanded at the September BOT Retreat.

IT Committee

Ms. Chambers visited the Durham County Library staff IT meeting and attended a demo for a new system for locating materials in the library catalog.

Policies

A report was not given at this time.

Advocacy

A report was not given at this time.

Special Reports

Friends Liaison – Michelle Burton

The Friends raised \$5000.00 in 4 hours at last book sale! The Friends are a tremendous support for Durham County Libraries.

Foundation

A job description has been developed for part-time development person who will work with the county employee, once on board, to strategize cultivating donors.

New Business

Action Items – A draft letter is needed for budget meeting. Mr. Harris will draft a template with addresses and bullet point.

Ms. Kimathi will reach out to Ms. Trembath to coordinate committee calendar with default agenda calendar.

BOT members – please send proposed agenda items each month to Ms. Kimathi.

Voting on BOT vacancy and on Vice-Chair position has been tabled to next meeting

Adjourned at 7:32pm