

**DURHAM COUNTY LIBRARY BOARD OF TRUSTEES**  
**Thursday, July 19, 2018 6:00 pm – 8:00 pm**  
**South Regional Library, 4505 S. Alston Avenue**

**CALL TO ORDER**

Chair Ms. Chambers called the meeting to order at 6:03 p.m.

Present: Moy Biswas, Sandra Chambers, Phillip Harris, Hank Kinsley, Meli Kimathi, Luis Olivieri-Robert, Dawn Trembath, Willis Whichard, Angela Wilson

Che Anderson, Tammy Baggett, Kathy Makens, Teresa May, Anita Robinson, Sara Stephens - Staff

Friends Liaison – Michelle Burton

Guest - Karen Wells, Executive Director of Library Foundation

Absent: James Hill - Board of County Commissioners Liaison

**PUBLIC COMMENTS**

There were no public comments. New BOT member and guests were invited to introduce themselves.

**I. APPROVAL OF MINUTES**

March minutes – A typo in formatting of “Transformation Main- Inside the Fence”

Motion to approve May minutes: P. Harris Second: D. Trembath

Motion to approve May minutes pending approval after meeting. Motion passed unanimously.

**II. REPORTS FROM LIBRARY STAFF**

**Location Manager Report (T. Anderson)**

**Staffing:**

Kathleen Hayes was promoted from Children’s Librarian Associate to Circulation Manager. Allie Jackson was promoted from Children’s Librarian Associate to Children’s Librarian. We also welcomed three new Pages to our location: Zack Morgan, Tyrra Turner, and Carlisa McKenzie. We currently have one vacancy for the Children’s Librarian Associate position.

**Security:**

Sgt. Wesley, our primary security officer, will be relocating to Florida effective July 19<sup>th</sup>. He worked at South Regional for 7 years. Security cameras were installed this month.

**Statistics:**

We had 122,502 people visit the South Regional Library during FY18 as compared to 103,704 people during FY17 which was an 18% increase.

**Children's Services:**

Joel White received a grant for \$1500 from the Friends of the Durham Library for his Muziki: Summer Music Mix Camp. Children will learn about different music genres from trained and/or practicing performers. Children will also have an opportunity to experiment with instruments during the musical instrument petting zoo. Staff continue to offer a variety of story time programs: Baby, Toddler Rhyme Time, Pre-School, Funtime, Family, Bilingual Mandarin Chinese, and Korean. Special programs include: Instrument Petting Zoo, Battle of the Books Battle Practice, Black History Hall of Fame, Singing Through History: American Folk Music with Adam Miller, Just Eggs Egg Hunt, Lions Club Free Vision Screening for Children, Future Martians : NC Science Festival, Mother and Son Date: Self-defense, Dancing Stories with April Turner, Farmer Jason, Science with Sesha: the Rock Cycle in Motion, North Carolina Symphony, ADF Presents: American Dance Festival Workshop for Kids, and Come Step With Me: NCCU Alpha Phi Alpha and Omega Psi Phi Fraternities.

**Teen Services:**

Teens and adults participated in a multigenerational Game of Thrones Trivia Night. It was an offsite event that was well attended. Teens continue to enjoy game days, book clubs, and other special programming.

**Adult Services:**

A Financial Literacy intergenerational class for adults and teens was offered on July 16<sup>th</sup>. The program discussed budgeting, saving, credit management, apps and banking. Gracey Gordon, library page and intern, helped facilitate the discussion. Local author Judy Hogan presented a workshop on writing poetry followed by a reading of her two new books.

Adult Services continues to offer a wide variety of programming.

**Circulation Services:**

New security gates were installed that alert staff to items that were not properly checked out. A catalog computer was relocated near the Circulation Desk so that staff can better assist customers with placing holds, making online payments, and other services.

**Manager Summary:**

South Regional staff continue to create innovative programs and enhance current services to better serve the public. We are looking forward to another year of serving the South Regional community.

## **Overdrive and Libby Presentation (R. Link)**

DCL offers more than a dozen platforms for digital content. Overdrive is the platform that supports some of DCL's collection of e-books and digital audio books. Libby is OverDrive's answer to requests for a more user-friendly app. OverDrive and Libby are both available on most digital devices. For an overview of each platform and the content available, please visit <https://durhamcountylibrary.org/materials/digital-collections/>

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

Ms. Baggett regretfully shared the passing of Lynn Barnette, longtime location manager of Southwest, and requested a moment of silence.

Bragtown renovation is further delayed because of construction issues.

Technology vehicle will arrive in August or September.

The van will consist of computers, a small meeting space, an awning for setting up a display, technology books, 3D printers, other MakerSpace materials, etc., to assist with traditional computing, employment and small business assistance.

Topping Out Ceremony was held on July 19, 2018. Many thanks to all who attended.

An LSTA was awarded to the Durham County Library that will assist in providing a sensory room for New Main.

New DCL vision statement: Inspiring lives, transforming Durham.

Priority goals were created by the Executive Leadership Team, with input from the Strategic Planning Committee and all library staff.

- Literacy and Lifelong Learning
- Bridging the Digital Divide
- Workforce Development and School Readiness
- Capturing the Culture of Durham
- Accountable, Efficient and Visionary Libraries

The goals are broad and will become the Library's strategic plan. They will be in place for multiple years, but their objectives will change each year.

## **Finance and Resources/ fka Library Health Report (K. Makens)**

Ms. Makens reviewed FY18 spending document.

Additional spending on Hoopla and Mobile hotspots, a program that will expand.

### **Communication Report (Staff)**

A report was not given at this time.

### **Advocacy Report (M. Kimathi)**

Questions about current members of the advocacy committee, what our role is and where this discussion lies. Consensus that members are: Ms. Wilson, Mr. Olivieri-Robert, Ms. Kimathi. Invitation to new member to join. Mr. Whichard asks for clarity on what the committee does.

### **Art Committee (M. Biswas)**

Art committee meets every other month. Southwest's gallery content rotates every other month. Current exhibit is up through September and there is an opening for the next artist. Stanford L. Warren also has art on display that is coordinated by an individual. Art Committee wants to meet with the powers that be to discuss budget and future plans for Main. Mentions that next year will be Durham's 150<sup>th</sup> anniversary, which may impact art. Mr. Biswas is thinking big, regarding budget for outdoor, indoor, and digital art.

Ms. Baggett responds that the County is looking at a new process around acquiring art and that as soon as that is determined, the Art Committee will be brought into the conversation.

### **Board Development & Evaluation Committee (D. Trembath)**

The Board Development and Evaluation Committee circulated charts (from agenda packet) of outcomes from past retreat, for us to review progress.

Ms. Trembath inquired about name badges; Ms. Robinson will order new ones for everyone so they will all be the same.

Mr. Biswas clarifies meaning of "ELT" (listed on draft retreat agenda). Ms. Makens clarifies that ELT refers to the Executive Leadership Team.

### **Policy Committee (T. Hill)**

A report was not given at this time.

## **SPECIAL REPORTS**

### **Friends of Durham County Library Report (M. Burton)**

A report was not given at this time.

## **Durham County Library Foundation Report (T. Baggett)**

The Foundation met on Monday, May 14 for their annual meeting. New officers were elected for the new fiscal year beginning in July. Vines Architects presented information on Main updates and the new part-time Library Foundation Executive Director, Karen Wells was introduced. The meeting was followed by a reception.

### **Old Business (P. Harris)**

Mr. Harris reviewed changes to bylaws. There were questions about editing agenda at retreat. It was recommended to strike the order of business from the bylaws altogether. It was also recommended expanding this discussion at the retreat, focusing on the vice-chair duties and possibly tabling the vote to September.

### **New Business**

Ms. Trembath reviewed retreat agenda. North Regional Library's conference room is tentatively reserved. Piper's Deli also has a meeting space, at a regular cost of \$40.00, that would suit our needs and they will work with us on cost since we are using them for catering. The draft agenda focuses on BOT integration with Durham County Library, and the proposed format includes a morning session just for BOT members, followed by a lunchtime speaker focused on literacy and including the Executive Leadership Team, and then an afternoon meeting of BOT and Executive Leadership Team. Ms. Trembath requested any additional location suggestions be submitted to her in the next couple of days.

Ms. Kimathi and Mr. Whichard recommend contacts for literacy speakers.

Ms. Baggett offers that there may be County employees who have undergone facilitation training, to facilitate the meeting. Ms. Makens clarifies that the timing is short to contract with a paid facilitator.

Mr. Whichard offers that the Foundation may be willing to cover it.

### **ADJOURNMENT**

A motion was made to adjourn: Motion: Ms. Wilson Second: Mr. Kinsley  
The meeting adjourned at 8:05 p.m.