

DURHAM COUNTY LIBRARY BOARD OF TRUSTEES
THURSDAY, AUGUST 20, 2020
6:00 p.m.
VIA ZOOM CONFERENCE CALL

CALL TO ORDER

Chair Sandra Chambers called the meeting to order at 6:02 p.m.

Present: Mrinmay Biswas, Michael Case, Sandra Chambers, Miguel Jackson, Hank Kinsley, Camilla Meek, Willis Whichard

Staff: Tammy Baggett, Anita Robinson

Absent: Luis Olivieri-Robert

Absent: Lisa Hendrix, Friends Liaison

PUBLIC COMMENTS

No comments were made.

I. APPROVAL OF MINUTES

Motion to approve July minutes W. Whichard Second: M. Case
Minutes approved unanimously.

II. OLD BUSINESS

Action on Provision Regarding Amending Bylaws (W. Whichard)

The language of the bylaws amendment motion was as follows:

To amend the bylaws by renumbering present Article VIII as Article IX, and inserting a new Article VIII to read as follows:

These by-laws may be amended at any regular meeting of the board of trustees by a two-thirds vote of the members present and voting, subject to the presence of a quorum. Written notice of the proposed amendment(s) must be given to the members a minimum of three weeks in advance of the vote.

Motion to approve W. Whichard Second M. Case

The motion passed unanimously.

III. NEW BUSINESS

BOT Vacancy Recommendation (S. Chambers)

Board members reviewed vacancy applications previously received from the Clerk's office and voted on a recommendation. Ms. Robinson will forward the recommendation to the Clerk's office to be voted on at the Monday, August 24 BOCC meeting.

Director's Report (T. Baggett)

The public has been asking the opening date for Main and all Durham library locations. There has also been an interest in the library serving as a learning center for DPS. Ms. Baggett is working closely with the Durham Health Department and attending regular meetings with directors to make best decisions based on our numbers and what will be best for our community. The County has a reopening committee examining needs of the community.

Library takeout continues to be a success. We are finding customers would like to receive items earlier than their reservation date has been scheduled. At the time the library does not have manpower to expedite the process. Ms. Baggett and the leadership team assist weekly with takeout at locations.

We are continuing conversations to explore next steps and services we can offer the community while we are providing library takeout. Ms. Baggett is coordinating with architect Kaitlan Phelps on social distancing strategies at Main.

We are not being advised by the health department to serve as a learning center for DPS at this point. Ms. Baggett has been in communication with schools and has provided information services to library holders. Student IDs are being used as library cards and more services will be provided when the environment is safe to do so. Board members are encouraged to email suggestions you may have during this process.

Ms. Baggett will present a sneak peek of Main at Rotary on Monday and will also share the PowerPoint with BOT in the immediate future. The library foundation is working in collaboration on a video.

Starting in September the tech mobile will be available in the Lakewood Shopping Center parking lot to provide wi-fi access. Weather permitting, laptops will be available outside for usage. Exploring having people inside tech mobile if workspace allows. The capacity would be limited to 5 people inside.

Digital collection circulation numbers have continued to increase. We have requested increased spending for e-books.

The library has 70 mobile hotspots checked out and an additional 30 mobile hotspots on order. Additional hotspots will be requested through grants.

Library staff is planning a virtual meeting with artists to organize a virtual program centered around the new art display at Main on Roxboro Street.

Communication Report

The communication report was distributed to board members prior to meeting.

Advocacy Report (W. Whichard)

Advocacy Committee has not met.

Art Committee (M.Biswas)

Art Committee met virtually today. No action items at this time.

Board Development & Evaluation Committee (H. Kinsley)

Board Development Committee reviewed feedback from last year's retreat. A discussion is needed to determine if a retreat will be held in 2020 and type of format it will be if held.

SPECIAL REPORTS

Friends of Durham County Library Report

Friends of Library have not met.

Durham County Library Foundation Report (S. Chambers)

Foundation did not meet in August.

Action Items (A. Robinson)

- A. Robinson will add board members' email addresses to library account to receive informational emails
- T. Baggett will follow up with Marketing regarding monthly informational emails being sent out to customers
- T. Baggett will follow up with capturing data on library website
- T. Baggett will follow up with AARP, RSVP needs
- T. Baggett will follow up with Honeysuckle Tea Room
- A. Robinson will forward BOT vacancy recommendation to the Clerk

Next meeting will be held Thursday, September 17.

ADJOURNMENT

A motion was made to adjourn: M. Biswas Second: H. Kinsley

The meeting adjourned at 7:06 p.m.