

**DURHAM COUNTY LIBRARY BOARD OF TRUSTEES  
THURSDAY, APRIL 15, 2021  
6:00 p.m.  
VIA UBERCONFERENCE CALL**

**CALL TO ORDER**

Vice Chair Hank Kinsley called the meeting to order at 6:02 p.m.

Present: Michael Case, Sandra Chambers, Miguel Jackson, Katie Kaefer, Hank Kinsley, Camilla Meek, Luis Olivieri-Robert, Willis Whichard

Staff: Tammy Baggett, Anita Robinson

Absent: Mrinmay Biswas

**PUBLIC COMMENTS**

No comments were made.

**I. APPROVAL OF MINUTES**

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

**II. OLD BUSINESS**

No old business at this time.

**III. NEW BUSINESS**

**Nominating Committee for Slate of Officers for May Voting (S. Chambers)**

The newly formed nominating committee will consist of Mr. Olivieri-Robert, Mr. Case, Ms. Chambers, and Mr. Whichard. The committee will meet and share nominations at May 20, 2021 meeting.

**Operational Plans for Library Updates (T. Baggett)**

Durham County Library will begin operation plan for the public Tuesday, May 4. Main Library will not reopen on May 4 and will continue offering library takeout until further notice.

During the pandemic, the library has operated in various phases. At the beginning of the malware attack and pandemic, March 13 – June 16, 2020, Phase 1 offered offsite service, consisting of libanswers and tech chat. Currently we are in Phase 2 which began June 16, 2020. We also began offering fine free option to the public as well as library takeout.

Phase 3 begins Tuesday, May 4.

Hours for Phase 3 will be as follows:

Tuesday, Wednesday and Friday	2:00 pm – 6:00 pm
Thursday	3:00 pm - 7:00 pm
Saturday	10:00 am - 2:00 pm

Main Library will continue library takeout as we prepare to open Main. The County is providing screening at front doors, masks will be required, and there will be one hour limits per customer for browsing or computer usage. Capacity limits will be monitored. Outreach services will continue as current. Tech mobile will be available in the community for printing. The Commissioners approved 10 page free printing until the end of the fiscal year. Opening Main Library is Phase 5 and Phase 6 will be operating under normal hours which will be based on being fully staffed.

### **Communication Report**

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

### **Health Report**

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

### **Advocacy Report (W. Whichard)**

Advocacy Committee has not met. Committee will not plan to meet due to ban on gatherings at this time.

### **Art Committee**

A report was not given at this time.

### **Board Development & Evaluation Committee (H. Kinsley)**

Board Development & Evaluation Committee met in late January. The committee suggested hosting a refresher training session or ice breaker for current board members.

Mr. Kinsley previously forwarded Ms. Robinson a link provided by The State Library for NC Trustee training. It is a training module to assist in understanding trustee roles. The information will be shared with board members.

## **SPECIAL REPORTS**

### **Durham County Library Foundation Report (S. Chambers)**

The Foundation met in March and prepared for Libraryfest which was held the week of April 4-10. Focus was on new website. Foundation would like to increase appeal and the fest was successful. The library staff was celebrated and goody bags were delivered to each location for staff members.

### **Friends of the Library (Submitted by J. Lerner)**

The Friends of the Durham Library is now in its new location and selling books online through a “soft” opening that started this week. The plan is to be open to the entire public, online, as of April 25. People order online and pick up their books at the Friends new location several days a week. More publicity should be forthcoming.

### **Library Reports (T. Baggett)**

We have not been as strategic for Black History month as in the past due to pandemic. Part of our goal is to hold more programs which are representative of our patrons throughout the year. Local talent was brought in to present programs as well as staff. Another series will be presented in May highlighting authors of color. There is definite room for improvement all across the board with programs offered. Ms. Meek expressed concerns she would like more programming for people of color and women’s history programming added as well. Suggested researching anti-racist reading lists for other libraries and expressed concerns of social media content over the past year. Ms. Meek would also like to see representation reflected more on website and social media.

A board member expressed receiving board spam email via personal email. Ms. Baggett shared the matter is being addressed through legal.

Action Items (A. Robinson)

1. A. Robinson will send the NC Trustee training link to board members.
2. A. Robinson will contact Ms. Bonestell for additions to Communication Report for previously requested report information.
3. Ms. Chambers will contact nominating committee members to schedule a meeting to draft slate of officers and forward nominating report to Ms. Robinson.

Next meeting will be held Thursday, May 20, 2021.

ADJOURNMENT

A motion was made to adjourn: C. Meek Second: W. Whichard

The meeting adjourned at 7:04 p.m.