

DURHAM COUNTY LIBRARY BOARD OF TRUSTEES
THURSDAY, MARCH 17, 2022
6:00 p.m.
VIA ZOOM CALL

CALL TO ORDER

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

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

Friends Liaison: Joel Lerner

Absent: Michael Case

Staff: Tammy Baggett, Anita Robinson

PUBLIC COMMENTS

No comments were made.

I. APPROVAL OF MINUTES

Motion to approve February minutes: W. Whichard Second: K. Kaefer
Minutes approved unanimously.

II. OLD BUSINESS

No old business at this time.

III. NEW BUSINESS

BOT Expiring Terms (A. Robinson)

The following board members' terms will expire July 2022: Sandra Chambers, Michael Case, Miguel Jackson and Willis Whichard. Board members will receive notifications from the Clerk's Office prior to expiration date and are encouraged to re-apply if they have not served their consecutive 3-term limit.

Slate of Officers

Mr. Whichard, Ms. Meek and Ms. Chambers will serve on Slate of Officers committee. Ms. Chambers will schedule a meeting time. Committee will also discuss process for selecting board members and share with the board at April meeting.

Communication Report

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

Advocacy Report (W. Whichard)

Advocacy Committee has not met. Committee will begin planning meeting with County Commissioners. Please reach out to Ms. Chambers if you would like to serve on committee.

Art Committee (M. Biswas)

Committee has not met. A report was not given at this time.

Board Development & Evaluation Committee (H. Kinsley)

Board Development & Evaluation Committee has not met at this time.

SPECIAL REPORTS

Durham County Library Foundation Report (S. Chambers)

The Foundation was unable to meet and meeting was rescheduled for Thursday, March 24.

Friends of the Library (J. Lerner)

The Friends continue momentum with revenue. The pop-up DVD sale will be held at Main Saturday, March 19 11:00 am - 3:00 pm. Individual DVDs will be sold for \$2.00. MOU between Friends and Library has been reviewed by Legal and recommendations will be submitted from County Finance. Once Legal agrees and the Friends are in agreement it will be signed. The target date is end of June for completion. Friends anticipate an in-person sale early summer. There are 3 vacancies on the Friends board. The Friends are in need of assistance with data base and editing skills.

Library Reports (T. Baggett)

Effective Monday, March 21, library staff and the public will not be required to wear masks in buildings. Signage is being created for announcement. Screeners will eventually be phased out. Covid questions will continue to be asked but temperature checks will end. Library is beginning in-person programs April 1. Buildings are not operating at full capacity and continue to follow County guidelines. Meeting rooms are at half capacity.

Dr. Kimberly Sowell is the new County Manager. She began her position on Monday, March 7. Dr. Sowell is exploring incentives for employees who are unable to work remotely and planning employee conversation meetings.

Ms. Baggett shared system-wide statistics and updates from Women Run Durham. The statistics and updates are attached as a separate document.

Library will present budget next week to the County Manager.

Stephanie Fennell began as Deputy Director on Monday, March 7. She will attend the BOT meeting in April.

Action Items (A. Robinson)

- Ms. Robinson will forward board bio information to members.
- Board will discuss board member selection process at the next meeting and present at April meeting.
- Please contact Ms. Chambers if you would like to serve on Advocacy Committee.
- Ms. Chambers will contact nominating committee prior to next meeting.
- Ms. Chambers and Mr. Kinsley will review draft document for annual report and forward comments to Ms. Baggett.
- Ms. Robinson will forward draft annual report to Mr. Kinsley and Ms. Chambers.

ADJOURNMENT

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

The next meeting will be held April 21, 2022.

The meeting adjourned at 7:07 pm.