

DURHAM COUNTY LIBRARY BOARD OF TRUSTEES
THURSDAY, AUGUST 18, 2022
6:00 p.m.
MAIN LIBRARY and VIA ZOOM CALL

CALL TO ORDER

Chair Sandra Chambers called the meeting to order at 6:06 p.m.

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

Friends Liaison: Monika Tillman-DeWitt

Absent: Michael Case

Staff: Tammy Baggett, Celeste Holtzmann, Anita Robinson, and Sara Stephens

PUBLIC COMMENTS

No comments were made.

I. APPROVAL OF MINUTES

Motion to approve June minutes: W. Whichard Second: H. Kinsley
Minutes approved unanimously.

II. OLD BUSINESS

No old business at this time.

Committee Updates (S. Chambers)

Ms. Chambers shared an updated committee list for the board's review and recommended updating the website to reflect current committees. The advocacy committee will be added to the website. Ms. Baggett will draft language for art and advocacy committees.

Ms. Meek proposed forming a program committee consisting of board members and staff. She would like to include as a future new business agenda item.

Library Fest Updates (S. Stephens)

Ms. Stephens presented an overview of Library Fest. The inaugural year for Library Fest was 2021 and events were held in 2021 and 2022.

Diverse programs were offered to the public including:

- Virtual programs for children, teens and adults;
- Diverse program topics (art, painting, sculpture and dance), tech, comics and author talks;
- Branded giveaways to the public; and
- Media presence (Durham Magazine, WUNC, WNCU, WRAL, The Indy and Spectacular Magazine).

Event sponsors are Durham Library Foundation and The Forest at Duke. There are over 20 community partnerships with the library for this event.

The next Library Fest will be held April 24-29, 2023.

Goals Library Fest 2023 (C. Holtzman)

Ms. Holtzmann reviewed 2023 goals for Library Fest The Story Telling Edition.

Future goals included:

- Overall goals to increase event and program attendance;
- Outreach goals to cultivate community partnerships and community events;
- Promoting and advertising goals to promote and advertise more through various platforms; and
- Representation and inclusion matter to increase accessibility and representation in the community.

Ms. Meek expressed concerns building on last year's success, venues, timing to allow children in schools to attend, advocates for as many Durham-centric events as possible, increase representation and inclusion. Mr. Olivieri-Robert suggested live-streaming events.

BOT Vacancy Applications

BOCC will appoint members on Monday, August 22.

Voting for New Officers

Motion to elect slate of officers as recommended by the nominating committee. Ms. Meek moved that the board elect slate of officers Hank Kinsley - Chair, Willis Whichard -Vice Chair, and Anita Robinson - Secretary. Second Ms. Chambers. Motion passed unanimously.

Advocacy Report (W. Whichard)

Advocacy Committee has not met.

Art Committee (M. Biswas)

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

Board Development & Evaluation Committee (H. Kinsley)

Board Development & Evaluation Committee met and has recommendations for orientation process for new members. The committee will contact the Clerk's office to determine whether ethics orientation previously required for employees is still being offered. Committee recommended a current trustee participate in new-member orientation with Ms. Robinson.

SPECIAL REPORTS

Durham County Library Foundation Report (W. Whichard)

Planning meeting and orientation was held in August.

Friends of the Library (M. Tillman-DeWitt)

Ms. Monika Tillman-DeWitt was welcomed as the new Friends liaison.

The Friends did not meet during July and August however four new board members have joined. Focus continues on executing and re-branding, increasing social media presence, and new partnerships. Two scholarships will be awarded to staff members. There will be an online history book sale with 25% discount. A teachers only sale will be held August 28 and August 29 offering 50% discount. An in-person sale for public will be held in September. The date will be provided at a later time.

Library Reports (T. Baggett)

Ms. Baggett shared system-wide statistics for June and July 2022.

Quarterly report information was also shared.

- Foot traffic across the system increased by 18% between the 1st and 2nd quarter.
- There was a 20% increase in new accounts from the 1st quarter.
- Circulation across the system increased 4% between April and June, however, there was a 2.5% decrease between the 1st and 2nd quarter.
- Spanish language circulation items reached over 3,400 items in the 1st quarter which accounts for 1% of total circulation. The 2nd quarter reached 3,700 items, an 8% increase from 1st quarter.
- Study room bookings had an average of 710 bookings per month, an increase from the 1st quarter.
- Meeting rooms had an average of 145 bookings per month, an increase of 104% from the 1st quarter.
- Computer sessions increased across the system by 1,375 sessions between the 1st and 2nd quarter.
- There were 583 in-person, virtual and passive programs between April and June. The 2nd quarter average was 194 programs.
- Specialty departments (Community Engagement, FLACS, STEAM and Business Services) offered 343 in-person, virtual and passive programs between April and June. The 2nd quarter averaged 114 programs.

Durham County Library, with support from the Durham Library Foundation, will host the second panel of the Women Run Durham Series. *Women Run Durham Back to School* will be held Monday, August 22 at Main Library. Panelists include women from the education field.

Stanford L. Warren held a third visioning session Wednesday, June 8. Details will be shared when an additional session is scheduled. Tentative date for re-opening is end of 2023.

Action Items (A. Robinson)

- Ms. Baggett will include in future reports updates on financial reports and annual budget.
- Ms. Baggett will draft language for advocacy and art committees and forward to board members.
- Ms. Baggett will review statistical check-in and check-out numbers.
- Ms. Robinson will provide link for history crash course to board members.

At the close of the meeting Ms. Chambers gave closing remarks to board members as her 3-term limit has expired. Ms. Chambers has advocated and actively served on the board of trustees for 9 years. The last 2 terms she served as Co-Chair and Chair respectively. Ms. Chambers' dedication and service will be greatly missed.

ADJOURNMENT

A motion was made to adjourn: W. Whichard Second: H. Kinsley
The next meeting will be held September 15, 2022 at Main Library and via Zoom.
The meeting adjourned at 8:30 pm.