

CUMBERLAND COUNTY PUBLIC LIBRARY & INFORMATION CENTER

MINUTES LIBRARY BOARD OF TRUSTEES December 14, 2017

I. CALL TO ORDER

Chair Montoya called the regular meeting of the Library Board of Trustees to order at 9:05 a.m. on Thursday, December 14, 2017 in the Executive Boardroom of the Headquarters library.

Trustees Present: Chair Montoya, Vice Chair Brian Tyler, Donald LaHuffman, Paige Ross, Betsy Small, Katrina Tiffany and Belinda Wilkerson

Present from the Library: Director Jody Risacher, Deputy Director Cotina Jones, Marketing & Communications Division Manager Kellie Tomita, Programs & Services Division Manager Nora Armstrong, YS Division Manager Megan Smith, West Regional Branch Manager Mark Wilson, Emerging Adult Services Specialist Kohnee Harmon, Library Awareness Coordinator Niambi McLaurin, Service Award recipient (see table below), and Admin. Coordinator to the Director Marili Melchionne.

A. INTRODUCTION OF SPECIAL GUEST: Friends of the Library Hope Mills Branch Rep. Gail Riddle Riddle gave the following report on behalf of the Friends of the Library Board:

- The Library Endowment Fund, Cumberland County, NC (LEFCCNC) committee will be having a fundraising training hosted by the CCF prior to the January 30th meeting.
- Award-winning author Rosemary Wells will visit on January 9. The Friends annual meeting will be held on January 23rd and the guest speaker will be Jill McCorkle.
- There are currently 474 members and 146 of them have already renewed their memberships for 2018. Riddle invited the Board members to join the Friends.
- The three November book sales brought in \$11,522 (\$800 on Sunday). After the success of the public sale on Sunday (11/19) Barbara Kiser has decided to add Sunday sales to all 2018 book sales.
- Katrina Tiffany is scheduled to attend the January 2, 2018 Friends meeting to represent the trustees.

II. APPROVAL OF TODAY'S MEETING AGENDA

MOTION: Trustee Small moved to approve today's meeting agenda.

SECOND: Trustee LaHuffman seconded the motion.

DISCUSSION: None

VOTE: Unanimous

III. APPROVAL OF NOVEMBER 16, 2017 REGULAR BOARD MEETING MINUTES

MOTION: Vice Chair Tyler moved to approve the November 16, 2017 minutes.

SECOND: Trustee Small seconded the motion.

DISCUSSION: None

VOTE: Unanimous

IV. DIRECTOR'S REPORT

A. Introduction of newly promoted staff:

Name	New Title	Branch Location
Mark Wilson	Branch Manager	WRL
Kohnee Harmon	Emerging Adult Services Specialist	HQU
Niambi McLaurin	Library Awareness Coordinator	HQU

B. Service Award Recipient: Director Risacher recognized and honored the following staff member for her years of service to the library:

Name	Title	Branch Location	Years of Svc.
Kathy Blanton	Library Technician	BOR	10

C. Director’s Update:

1. 2017 North Carolina Public Library Director’s Association (NCPLDA) Awards:

The library won two state awards, Public Relations Promotional Project Award (I heart my library) and a Library programming award (Christmas Portraits). The awards were given out at the NCPLDA banquet last week.

2. Successful Library Events/Programs:

Risacher highlighted the following successful library events/programs:

- ✓ Christmas Portraits Program – Library Associate Joselyn Williams at Cliffdale is the originator of the program. Eleven photographers took portraits for 81 customers for free.
- ✓ Staff Development Day took place on Friday, November 17th. Assistant County Manager Duane Holder spoke at the event. He is very supportive of libraries.
- ✓ Friends of the Library Book sales were very successful in November – 720 customers. Total revenue for the 3 days was \$11,522. New shelves are in the process of being added in the book sale room.
- ✓ Cliffdale Annual Photography Show – November 11 – 106 visitors.
- ✓ Celebrating Native American Culture – November 15 – 257 visitors.
- ✓ Teen Scene: Minute to Win It Games @ North Regional library on November 30th.
- ✓ Craft Supply Swap, October 29 – 33 attendees.
- ✓ Author Carrie Ann DiRisio – November 25 for 17 guests.
- ✓ Santa at the Library: Story Time & Puppet Show – December 4 for 29 attendees.

3. Welcome to new Library Awareness Coordinator Niambi McLaurin:

McLaurin has “hit the ground running” in her new position and has already made several visits out in the community: VA Medical Center, Child Support Services and CC Social Services.

4. Salvation Army Ribbon Cutting Ceremony for The Haven:

County Commissioner Glenn Adams and others celebrated the re-opening of the Salvation Army women’s shelter, The Haven, during a ribbon cutting ceremony on Dec. 1. Marketing & Communications Division Manager Kellie Tomita and Library Awareness Coordinator Niambi McLaurin attended and toured the facility that will temporarily house women and children. At a later date the library will speak to Salvation Army staff about services the library can offer.

5. Libraries Transform Campaign (An initiative of the American Library Association):

Risacher drew attention to the wonderful graphics that are produced by Marketing & Communications. The trustees were urged to ride the Headquarters elevator in order to look at the photographs displaying the theme of the ALA campaign: Libraries Transform.

6. List of Emergency Shelters – White Flag Emergency Inclement Weather:

All library locations post a list of open shelters for those in need during inclement weather.

7. Library Endowment Fund Committee Update:

The committee met at the end of November and they viewed the video that was funded by the CCF. The short video will be shown at upcoming Friends programs. Behind the scenes photographs of its filming were shown.

8. Pathways For Prosperity (P4P) Update:

A Workforce and Industry Alignment focus group meeting was held on December 12th. Risacher attended this focus group meeting as well as P4P steering committee meetings. There will continue to be monthly meetings in 2018. This month, library staff are attending each of the other four sessions on the following topics: Early Childhood Education, Parent Education Mentoring, Affordable Housing and K-12 Education.

9. Court (Law) Library Update:

The Court Library will officially close on February 1, 2018. A news release will be sent out very soon. A plan is being developed to move some of the collection and services to the Headquarter library. Other parts of the collection will be offered to FTCC and Methodist University.

10. Fiscal Year 2019 County Budget:

The following dates were sent by the county to departments:

- ✓ 11/15 – Maintenance Requests due
- ✓ 12/31 – New positions due
- ✓ 2/16-2/18 – Munis Budget entry
- ✓ 2/15-3/31 – Departmental Meetings with Assistant County Manager
- ✓ County Manager’s presentation, Department Appeals, Public Hearing – dates to be determined

There will be a budget update given at the January Board of Trustee meeting. The board must vote on the budget at the February 2018 meeting.

V. OLD BUSINESS

A. Status of Board Library Endowment Fund (LEFCCNC) Contribution, Chair Montoya:

Chair Montoya announced that 100% of board members have contributed to the Library Endowment Fund, Cumberland County, NC for 2017.

VI. NEW BUSINESS

A. Donated Artwork – Recommendation by Art Acquisition Committee – Director Jody Risacher:

Art Professor Soni Martin from FSU agreed to be on the library Art Acquisition committee. She reviewed the two donated pieces of art. One piece was created by Eric McRae, a Raleigh artist. The second piece was created by an unknown Argentine artist.

Professor Martin reviewed the policy and recommended adding both pieces of art to the library’s collection. She also recommends that one piece be re-framed and matted with archival materials. The Friends of the Library have budgeted funds for this purpose.

Professor Martin questioned the definition of a “North Carolina artist” from the policy. She provided an example through her associate, Dwight Smith. He is an artist also employed at FSU. He grew up in Detroit but has been living in this area for decades. She questioned whether he would be considered a “North Carolina artist” under the policy as written.

Risacher had spoken to Terri Union who was a member of the original committee that created the collection through private donations. According to Ms. Union, the intent was to collect the works of artists who have had an association with North Carolina. An artist was not required to have been born in the state but should have lived in North Carolina at some point.

The unidentified artist of the second art piece was an Argentine artist. Ms. Union’s deceased husband had made a connection with this artist while he lived in a coastal community in NC. Under the definition of the policy, this artist is deemed a North Carolina artist.

Vice Chair Tyler suggested that the policy is limited as written and would be prohibitive to the acceptance of a valuable piece of donated art that did not meet the criteria.

LaHuffman offered that priority could be given to NC artists and still include other works of art with a revision of the policy.

Vice Chair Tyler suggested that the policy needs to be more flexible. He inquired why the trustees are involved if the Friends own the art collection. He suggested that a committee should be formed to discuss every aspect of the policy and include a Friends representative.

MOTION: Trustee LaHuffman moved to recommend that a committee be formed in January to review the Art Acquisition Policy.

SECOND: Trustee Small seconded the motion.

DISCUSSION: None

VOTE: Unanimous

A vote was required to accept the two art pieces.

MOTION: Trustee Tiffany moved that given a NC connection associated with both of the donated pieces of art work, that they are accepted.

SECOND: Trustee Small seconded the motion.

DISCUSSION: None

VOTE: Unanimous

B. Marketing & Communications Report – Marketing & Communications Division manager Kellie Tomita

Tomita gave the following annual update. She highlighted new staff in Community Relations and a new Library Awareness Coordinator. She provided an overview of communications methods used to reach Cumberland County residents, as well as, statistics regarding e-newsletters and social media accounts. The department will implement new software in the coming year to digitize print publications for greater electronic distribution. She also informed the board that the library won the NCPLDA Award for Outstanding Library public relations campaign, “I Heart My Library!” She concluded her presentation by showing the newly created Library Endowment Fund’s video that was coordinated and produced through the Marketing & Communications Division.

C. Youth Services and Emerging Adult Services Report – YS Division manager Megan Smith:

The theme for Smith’s report was *Building Bridges and Breaking Down Barriers*. She quoted Children’s author Rosemary Wells who is scheduled to speak at the Headquarters library on January 9, 2018.

Smith gave the following statistics on the 2017 Summer Reading Programs.

Children's Summer Reading Program:	Teen Summer Reading Program:
2,132 registrants	484 registrants
467 programs	81 programs
1,720,852 minutes read	377,852 minutes read

Teen and Emerging Adult Grants and Programs:

- \$970.00 Faces in the Community Grant – Cumberland Community Foundation
- Implementation of Great Books Grant – American Library Association
- Implementation of Thinking Money Grant – American Library Association

Teen and Emerging Adults Outreach and Events:

- Misdemeanor Diversion Program
- Juvenile Detention Center
- Extended Reach
- Librari-Con Attendance – 1,565 participants

Youth Services received seven grants in 2017 totaling \$57,973.73:

- NASA @ My Library – one of 75 recipients nationwide to receive this grant funding and partnership
- School Success – LSTA Funded
- Best Buy Grant
- Storytelling Festival – Arts Council
- Deposit Collections – Hurricane Matthew – LSTA Funded
- Summertime Kids – Cumberland Community Foundation
- Growing Readers Program – Kiwanis of Cape Fear

Smith also spoke about the development of Early Literacy Corners through LSTA grant funding which encourages pre-reading skills through play, caregiver/child interaction and imaginative exercises.

Looking Ahead to 2018 there is a plan to implement grant funds. Finally, Smith quoted children's author and two time Newbery Medalist Kate DiCamillo, "Reading should not be presented to children as a chore or duty. It should be offered to them as a precious gift."

D. Other: NONE.

VII. ADJOURNMENT

With no other business to discuss, Chair Montoya adjourned the meeting at 10:30 a.m. on a motion by Vice Chair Tyler, with a second by Trustee LaHuffman.