

CUMBERLAND COUNTY PUBLIC LIBRARY & INFORMATION CENTER

MINUTES LIBRARY BOARD OF TRUSTEES NOVEMBER 21, 2019

I. CALL TO ORDER

Chair Tyler called the regular meeting of the Library Board of Trustees to order at 9:05 a.m. on Thursday, November 21, 2019 in the Boardroom of the Headquarters library.

Trustees Present: Chair Brian Tyler, Vice Chair Belinda Wilkerson, Irene Grimes, Daniel Montoya, Paige Ross, Katrina Tiffany and Betsy Small

Present from the Library: Director Jody Risacher, Deputy Director Cotina Jones, YS Division Manager Megan Smith, Programs & Services Division Manager Nora Armstrong, Collection Development Division Manager Pamela Kource, Emerging Adult Services Specialist Kohnnee Harmon, service award recipient Headquarters Circulation Manager Krysti Thomas, newly hired Librarian I/Cataloger Sarah Michelle Porter in Tech Services and Admin. Coordinator to the Director Marili Melchionne.

Others Present: Assistant County Manager Sally Shutt and Friends Treasurer Dennis Cedzo

A. INTRODUCTION OF SPECIAL GUEST(S): Friends of the Library Treasurer Dennis Cedzo gave the following report on behalf of the Friends Executive board:

- There are currently 542 Friends members for 2019-2020.
- The Tuesday book sales brought in \$5,104 in book sale revenue and \$828 in membership revenue.
- The next book sales for the public are this weekend: Saturday the 23rd from 9:30 to 2:00 and Sunday the 24th from 1-4.

II. APPROVAL OF TODAY'S MEETING AGENDA

MOTION: Chair Tyler moved to approve today's meeting agenda.

SECOND: Trustee Grimes seconded the motion.

DISCUSSION: None

VOTE: Unanimous

III. APPROVAL OF OCTOBER 17, 2019 REGULAR BOARD MEETING MINUTES

MOTION: Chair Tyler moved to approve the October 17, 2019 minutes.

SECOND: Trustee Tiffany seconded the motion.

DISCUSSION: None

VOTE: Unanimous

IV. DIRECTOR'S REPORT

A. Introduction of new Librarian staff: Director Risacher introduced newly hired Librarian I/Cataloger (in Tech Services) Sarah Michelle Porter to the board.

B. Service Award Recipients: Director Risacher recognized and honored Headquarters Circulation Manager Krysti Thomas for her 15 years of service with the library.

C. Director's Update – Director Jody Risacher

In addition to presenting photos and brief information on a variety of programs held at various branches, the following items were reported upon:

1. Let's Talk About It Grant Awarded for Spring 2020:

The NC Humanities Council awarded the Spring 2020 grant for Let's Talk About It. The topic will be *Mysteries: Clues to Who We Are*. The library has been receiving this grant regularly for several years. This series will be held at the North Regional Branch

2. NCPLDA Award Winner:

The library has won a state award for Teen programming for the Career Exploration Workshop. This is the workshop that our PLA Intern helped develop as her project. It was submitted for an award through the North Carolina Public Library Director Association. Risacher will accept the award at a conference in Winston-Salem in a couple of weeks.

3. Vocational Job Fair:

The October Vocational Job Fair focused on youth employment. Eleven businesses and colleges participated. The youth were able to receive resume assistance.

4. 31 Days of Love Pet Adoption:

The annual campaign concluded in October with great success. There were a number of pet adoptions at several branches. Four out of five dogs available were adopted at one branch. In addition to adoptions, people donated many pet care items for use at the Animal Control shelter.

5. STEM Training @ FSU:

Library youth services staff attended training at FSU in preparation for the use of the STARLAB. The trainer, Professor Joe Kabbes is also on the Census steering committee and is a library supporter.

6. North Carolina Library Association (NCLA) Conference:

Several staff members gave presentations at the recent NCLA Conference.

7. Linden Community Library:

Students from Pine Forest Middle school use the computer and printer for homework. Parents are happy with the Linden library because their children can check out books.

8. New Upcoming Service – NASA Grant Backpacks:

Customers will soon be able to check out a NASA Backpack from Hope Mills and Cliffdale libraries. In order to check out the backpacks, an agreement form must be completed. The check out time will be one week.

9. LEF Committee Meeting Update:

The committee did not meet in October. The Fall donation letter was mailed in mid-October. The next meeting is November 26th.

10. Census: Community Organization Update:

Risacher and Dr. Anthony Wade are co-chairs of the Cumberland County Complete County Committee (5 C's). They addressed the Mayor's Coalition meeting on November 1. On November 13 at 2:00 p.m. in the Crown Ballroom, a group of over 100 people attended to learn about the Census.

V. OLD BUSINESS – NONE

VI. NEW BUSINESS

A. Election of 2020 Trustee Officers – Nominating Committee Chair Paige Ross

Committee Chair Ross announced that the nominating committee met this morning and unanimously recommend Belinda Wilkerson to be the 2020 Chair and Irene Grimes to be the Vice Chair.

MOTION: Committee Chair Ross made a motion to accept the committee's recommendations.

SECOND: Trustee Small seconded the motion.

DISCUSSION: None

VOTE: Unanimous

B. FY 2019 Library Endowment Report – Director Jody Risacher

The annual Endowment report lists the various funds and the annual disbursement of each to the Friends. Some of the funds have particular spending requirements and others do not.

C. Collection and Collection HQ Report – Division Manager for Collection Development Pamela Kource

Technical Services processed over 66,000 items last year in addition to magazines/newspapers and reprocessing of AV materials.

Collection Improvement Goals: During FY19 The library focused on the Religion collection. For FY20, the focus is on Fitness, Nutrition and Natural/Alternative Medicine.

Changes and Additions: in the past year the library added *TumbleMath*, *Author Alerts* and *Freegal* digital services and expanded the wireless printing to all locations. The library added the *Vox Books* read alongs to the collection. The library no longer purchases music CDs.

Managing the Collection: The RFID wand that was purchased in FY18 proved so useful that three more were purchased. Circulation staff use these to find missing, in transit, still checked out items in the stacks.

collectionHQ: A service that provides reports based on the collection usage and other statistics to identify areas needing attention, reports to keep on top of items that may need to be moved, removed, or replaced and much more. The software can also generate lists of hot titles or authors by location or on the system as a whole.

D. Emerging Adult Services Report – Emerging Adult Services Specialist Kohnee Harmon

Emerging Adult Services Specialist Kohnee Harmon presented an overview of the programs offered in the library and outside of the library for young adults and new adults throughout 2019. This included the Truth, Racial Healing and Transformation Great Stories Club grant.

E. Youth Services Annual Report – YS Division Manager Megan Smith

Summer Reading programs help combat the summer slide, the period of learning loss children experience when they are out of school for an extended period of time. 1,729,983 minutes were read by children and 470,386 minutes were read by teens this summer. 63,927 children's program participants and 14,957 teen program participants were served this past fiscal year.

Story times focus on the parent education initiative Every Child Ready to Read and highlight ways to read, write, talk, sing and play with a child to ensure children are ready to read when entering kindergarten.

Programs that focus on STEAM, Science, Technology, Engineering, Arts and Math encourage children to explore and create. Youth participated in the NASA Globe Observer project as citizen scientists and provided their observations on land cover, clouds, and mosquito habitats to be used in research by NASA.

The library participated in its first NC Science Festival Star Party this year through a partnership with FSU, Cape Fear Botanical Garden, and New Century International Elementary School.

The Youth Services Division forms purposeful partnerships with many organizations in the community, including the following:

- Fascinate-U Children's Museum
- Partnership for Children
- Cape Fear Botanical Garden
- Clark Park

New partnerships include story times at Carvers Creek and Cross Creek Mall.

Grants implemented this year include the following:

- 2019 Storytelling Festival (Arts Council Grant)
- Summertime Kids (Cumberland Community Foundation)
- NASA @ My Library (American Library Association)
- Thinking Money for Kids (American Library Association/FINRA)
- Inclusive Internship Initiative (Public Library Association/American Library Association)

Upcoming grant projects include the following programs:

- Arts Council Grants:
 - Passports, series of performance classes through Cape Fear Regional Theatre
 - Musical Me, series of preschool programs with Fayetteville Symphony Orchestra
 - 2020 Storytelling Festival
- LSTA Grant – the STARLAB portable planetarium programming

F. Other: None.

VII. ADJOURNMENT

With no other business to discuss, Chair Tyler adjourned the meeting at 10:05 a.m.