

CUMBERLAND COUNTY PUBLIC LIBRARY

MINUTES

LIBRARY BOARD OF TRUSTEE MEETING

JANUARY 18, 2024

I. CALL TO ORDER

Chair Cedzo called the regular meeting of the Library Board of Trustees to order at 9:05 a.m. on Thursday, January 18, 2024 in the Boardroom at the Headquarters library.

Trustees Present: Chair Dennis Cedzo, Vice Chair Ann McRae, Bart Fiser, Irene Grimes, Gloria Nelson and Pamela Story

Trustee Absent: Daniel Montoya

Present from the Library: Director Faith Phillips, Deputy Director Heather Hall, Senior Division Manager for Collection Development & Circulation Pamela Kource, Division Manager for Programs Carla Brooks, Community Engagement Division Manager Kohnee Harmon, Cliffdale Branch Manager Jennifer Hatcher, Bordeaux Branch Manager Kelly Lindsay, Friends of the Library Board Secretary Casie Dowd, newly hired library staff and service award recipients (see tables below) and the Director's Executive Assistant Marili Melchionne

Others Present: Assistant County Manager Sally Shutt

A. INTRODUCTION OF SPECIAL GUEST: Chair Cedzo introduced Friends of the Library Board Secretary Casie Dowd who gave the following report on behalf of the board:

- ✓ There are now 234 Friends members for 2024.
- ✓ This Sunday (1/21) the Friends will have their annual meeting/author event. Author Diya Abdo will talk about her book *American Refuge: True Stories of the Refugee Experience*. Sunday's event starts at 3:00 in the Pate Room. Her book can be purchased for \$20 and she will be signing books after the program.
- ✓ If you have not renewed your Friends membership, you can do so at the event on Sunday. Starting at 2:00, a table will be setup in the lobby for that purpose.
- ✓ Upcoming Book Sales – February 19th is the next Member's sale, and the public sales begin Friday, February 23rd thru Sunday the 25th.

II. APPROVAL OF TODAY'S MEETING AGENDA

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

SECOND: Vice Chair McRae seconded the motion.

DISCUSSION: None

VOTE: Approved unanimously.

III. APPROVAL OF THE OCTOBER 19, 2023 REGULAR TRUSTEE MEETING MINUTES

MOTION: Trustee Nelson moved to approve the October 19, 2023 meeting minutes.

SECOND: Vice Chair McRae seconded the motion.

DISCUSSION: None

VOTE: Approved unanimously.

IV. DIRECTOR'S REPORT – Presented by Director Faith Phillips

A. Introduction of newly hired staff: Director Phillips introduced the following new staff members:

Name	Title	Library Location
Michael Jenkins	Headquarters Branch Manager	Headquarters
Ray Santini	Library Community Navigator	Headquarters

B. Service Award Recipients: Director Phillips recognized and honored the following staff members for their years of service with the library:

Name	Title	Branch Location	Years of Svc.
Christine Richardson	Page	Hope Mills	5
Jessica Ferron	Circulation Manager	Cliffdale	10
Pamela Kource	Senior Division Manager for Collection Development & Circulation	Headquarters	25

C. Library Director's Update:

Director Phillips updated the group with the following information:

- a. Ray Santini is the library's new Community Navigator and his role is to connect community members with their advanced information needs. Santini has been with the library for two months and has helped several community members in our libraries connect with needed community resources. Santini has a schedule where twice a month he goes to each library and sets up a table in the middle of the library. He has a poster entitled "*Do you need help getting help?*" His picture is on the poster along with a list of what he can help with and he has already been very successful in helping people who come to the table.

Santini works with some of our county and community partners to build relationships in order to have a thorough understanding of the available resources for his clients. He spends time at all library locations in addition to having office hours. He has extensive experience with outreach and is comfortable approaching people.

Santini helps with the needs which are beyond what our library staff are equipped to handle. Once he connects someone with a service, that's where his work stops because then a social worker takes over based on what the client needs. Santini is not providing case management, he helps clients get connected to important resources. Santini is also available to staff in regards to a library customer who is in crisis or with other concerns and he is on call for that as well. Even though his office is at Headquarters, he may be called to other locations where there is a need.

Santini is working to help with training not only for staff, but for the community. Recently we partnered with the C4 Opioid Prevention Group through the County Health Department to provide Narcan training and Opioid overdose recognition training for interested library staff. This will help if there is someone in the library that is having a medical crisis, staff will be equipped to recognize what's going on. We will be offering programs for the public in case there is anyone in our community interested in having the Opioid overdose recognition and Narcan trainings.

- b. Technology: There are technology changes at our library locations. Most of our public computers are being updated. You will notice that there will be upgraded wireless access through all of our eight library locations. Wireless access will be upgraded at all of our locations.

Also as a part of that comprehensive technology roadmap, the library's printing system and software will be updated.

V. OLD BUSINESS: NONE

VI. NEW BUSINESS

- A. **Housekeeping Items: Trustee Sign up to attend 2024 Friends Board Meetings: Chair Dennis Cedzo**
Chair Cedzo passed around the sign up sheet for the 2024 Friends of the Library board meetings and asked the board members to sign up for a meeting if they are available.

B. Bordeaux Branch Library Report: Branch Manager Kelly Lindsay

Lindsay shared the following information: Since her October 2023 presentation, staff have relocated the children's department, created a teen space, moved the adult computer lab to a more visible area, and rearranged the adult seating area to make the branch feel more open and inviting. Patron feedback on the project has been great, especially from parents. Bordeaux has also seen an increase in after school teen library users. Programming attendance continues to improve, a notable example is the knit and crochet club that used to average five participants and has seen participation double over the last few months. Youth services staff have created a new partnership with Mary McArthur Elementary and are hosting kindergarten and first grade classes weekly for story times. Attendance for the first session was 44 and they received excellent feedback from the teachers and school staff about their experience.

C. Cliffdale Regional Library Report: Branch Manager Jennifer Hatcher

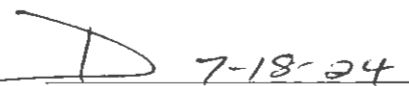
Hatcher shared the following information: New staff were highlighted and she shared that Cliffdale was recognized as the "Best Library Branch" by *Up & Coming Weekly* for the second year in a row. Hatcher summarized adult, teen, and children's programming since July 2023 and highlighted programs such as Trunk or Treat, the author talk by Robin Reams, and Winter the Gathering which featured a winter-themed story time, games, crafts and STEAM activities. All of the Cliffdale computers have been refreshed and staff are looking forward to receiving a maker space.

D. Other Business: None

VII. ADJOURNMENT

With no other business to discuss, Chair Cedzo adjourned the meeting at 10:18 a.m.


SIGNATURE OF BOARD CHAIR OR VICE CHAIR


APPROVAL DATE