Lee County Libraries
Board of Trustees Meeting

APPROVED MINUTES

September 6th, 2017

I) Call to Order: Chairwoman Dutton called the meeting to order at 5:28 PM

II) Roll Call
   a) Library Trustees Present: Chairwoman Mary Dutton, Trustee Jeff Hockaday, Trustee Bill Tannenbaum, Trustee Sue Porr, Trustee Cathy Griffith
   b) Trustee Bill Cline absent
   c) Library Staff Present: Director Beth List
   d) Others Present:, Joyce McGehee, Notary of Lee County, NC

III) Oath of Office – Trustee Cathy Griffith was sworn in as a Library Trustee, notarized by Mrs. Joyce McGehee of Lee County, NC

IV) Adoption of Current Agenda

V) Public Comments: NA

VI) Approval of Previous Meeting Minutes as submitted:

MOTION: Trustee Hockaday motioned to approve the minutes of the August 2nd, 2017 meeting as submitted. Seconded by Trustee Porr. Motion carried.
AYE: 5/5: Chairwoman Dutton, Trustee Hockaday, Trustee Tannenbaum, Trustee Porr, Trustee Griffith
NAY: 0/0

VII) Library Director Report (see attached)
   a) Safety Report (see attached)
   b) Friends Report (NA)

VIII) Old Business
   a) Security Update
      i) Director List obtained a new proposal for the security system from Security 101. It will be reviewed and when approved, implementation should take 30 days.
   b) NC Cardinal Agreement is completed for 2017-2018.
   c) Library State Aid for 2017-2018 has been submitted
   d) Vice Chair Appointment
      i) Discussion ensued.
      ii) Trustee Hockeday accepted nomination

MOTION: Trustee Porr motioned to approve Trustee Hockeday to serve as Vice-Chairman of the Board for the year 2017 with the understanding he will not serve as Chairman in 2018. Seconded by Trustee Tannenbaum. Motion carried.
AYE: 5/5: Chairwoman Dutton, Trustee Hockaday, Trustee Tannenbaum, Trustee Porr, Trustee Griffith
NAY: 0/0

IX) New Business
- a) Friends of the Library Board
  - i) Trustee Porr and Trustee Dutton will represent the Library Board at the Friends Meetings based on their availability.
- b) Fines and Fees
  - i) Discussion ensued

MOTION: Vice-Chairman Hockeday motioned to approve the loan period of new materials to 21 days. Seconded by Trustee Tannenbaum. Motion carried.
AYE: 5/5: Chairwoman Dutton, Vice-Chairman Hockaday, Trustee Tannenbaum, Trustee Trustee Porr, Trustee Griffith
NAY: 0/0

- c) Library Policies
  - i) Discussion ensued
- d) Library Bylaws
  - i) Discussion ensued
  - ii) Bylaws need to reflect the current amendment made by the County Board of Commissioners. The change will be presented at the next Library Board Meeting and approved at the following meeting.

X) Other Business
- a) Time of board meeting minutes
  - i) Board meetings will now be at 5:30PM.
- b) Important Dates:
  - i) Next Board Meeting is scheduled for Wednesday, October 4th, 2017 at 5:30PM

XI) Adjournment

MOTION: Trustee Porr motioned to adjourn the meeting at 6:38PM. Seconded by Trustee Tannenbaum. Motion carried.
AYE: 5/5: Chairwoman Dutton, Vice-Chairman Hockaday, Trustee Tannenbaum, Trustee Porr, Trustee Griffith
NAY: 0/0

Respectfully submitted by: _____
Beth List, Library Director

Accepted and approved: _____
Mary Dutton, Chairwoman