

**Lee County Libraries  
Board of Trustees Meeting**

**APPROVED MINUTES**

**October 4<sup>th</sup>, 2017**

- I) Call to Order: Chairwoman Dutton called the meeting to order at 5:30 PM
- II) Roll Call
- a) Library Trustees Present: Chairwoman Mary Dutton, Vice-Chairman Jeff Hockaday, Trustee Bill Cline, Trustee Cathy Griffith, Trustee Sue Porr, Trustee Bill Tannenbaum
  - b) Library Staff Present: Director Beth List
  - c) Others Present:, Beth Wood, Student observer
- III) Public Comments:
- a) Ms. Wood thanked the Board for their time. Ms. Wood is a student at East Carolina University in the Department of Library Science.
- IV) Adoption of Current Agenda
- MOTION: Trustee Griffith motioned to adopt the agenda as presented for the October 4<sup>th</sup>, 2017 meeting. Seconded by Trustee Porr. Motion carried.**  
*AYE: 5/5: Chairwoman Dutton, Vice Chairman Hockaday, Trustee Cline, Trustee Griffith, Trustee Porr, Trustee Tannenbaum*  
*NAY: 0/0*
- V) Approval of Previous Meeting Minutes as submitted:
- MOTION: Trustee Cline motioned to approve the minutes of the September 6<sup>th</sup>, 2017 meeting as submitted. Seconded by Trustee Tannenbaum. Motion carried.**  
*AYE: 5/5: Chairwoman Dutton, Vice Chairman Hockaday, Trustee Cline, Trustee Griffith, Trustee Porr, Trustee Tannenbaum*  
*NAY: 0/0*
- VI) Library Director Report (see attached)
- a) Safety Report (see attached )
  - b) Friends Report (NA)
- VII) Old Business
- a) Library Policies

- i) Director List presented the Books-to-Go Homebound Services Policy to be approved.

**MOTION: Trustee Tannenbaum motioned to approve the Books-to-Go Homebound Services Policy as written and submitted. Seconded by Trustee Porr. Motion carried.**

*AYE: 5/5: Chairwoman Dutton, Vice Chairman Hockaday, Trustee Cline, Trustee Griffith, Trustee Porr, Trustee Tannenbaum*

*NAY: 0/0*

- b) Bylaws
  - i) Discussion ensued regarding changes to bylaws to reflect Board of Commissioners' amendment. The Board will revisit with further information at the November meeting.

**MOTION: Trustee Cline motioned to table the Bylaws discussion to the November Board meeting. Seconded by Trustee Tannenbaum. Motion carried.**

*AYE: 5/5: Chairwoman Dutton, Vice Chairman Hockaday, Trustee Cline, Trustee Griffith, Trustee Porr, Trustee Tannenbaum*

*NAY: 0/0*

VIII) New Business

- a) none

IX) Other Business

- a) Trustee Vacancy – there is currently a seventh board seat that remains vacant. Discussion ensued.
  - i) Board, staff, Friends of the Library are all encouraged to reach out to community members for interested applicants.
- b) Trustee Porr and Trustee Tannenbaum will not be able to attend the November 1<sup>st</sup> meeting. The board will look at alternative dates to reschedule the meeting.
- c) Important Dates:
  - i) Next Board Meeting is scheduled for Wednesday, November 1<sup>st</sup>, 2017 at 5:30PM

X) Adjournment

**MOTION: Trustee Tannenbaum motioned to adjourn the meeting at 6:13PM. Seconded by Trustee Cline. Motion carried.**

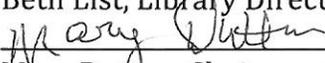
*AYE: 5/5: Chairwoman Dutton, Vice Chairman Hockaday, Trustee Cline, Trustee Griffith, Trustee Porr, Trustee Tannenbaum*

*NAY: 0/0*

Respectfully submitted by:

  
\_\_\_\_\_  
Beth List, Library Director

Accepted and approved:

  
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Mary Dutton, Chairwoman