Minutes
Lee County Library Board of Trustees
December 7, 2016

Susan Alexander called the meeting to order. Present were Susan Alexander, Bill Tannenbaum, Sue Porr, Jeff Hockaday, Ernest Morgan, Bill Cline and Mary Dutton. Director Susan Benning was present. Robert Manzo was also present. There were not any public comments.

The minutes of the November 2, 2016 Board meeting had been sent by email and reviewed. There was not any discussion. The Director said she would fix the typo on page two. Bill Cline made a motion to approve the minutes. Ernest Morgan seconded the motion. The Board voted aye to accept the minutes.

The minutes of the Special Emergency Library Board meeting were sent by email and read. There was not discussion. Bill Tannenbaum made the motion to approve the minutes and Sue Porr seconded the motion.

The slate of officers for the 2017 Library Board meetings had been selected by the subcommittee. Susan Alexander and Mary Dutton had been asked to serve again as Chair and Vice-Chair respectively and they had agreed. Jeff Hockaday made a motion to accept the slate of officers selected and Bill Cline seconded the motion. The Board voted aye.

Susan Alexander asked for a motion to move the committee report on the bylaws to follow after the Director reports. Bill Cline made the motion to move the committee report and Bill Tannenbaum. The Board voted aye.

Library Director Report

A. Old Business

1. The CIP proposal for a new library emailed on Nov. 30th will continue to be listed every year. A new library has been on the CIP list since 1998.
2. The $40,000 security system will be added as a capital outlay in the new FY proposed library budget. It does not qualify as a CIP because it is under the ceiling limit.
3. The Director met with the subcommittee of the School Board on Wed. Dec. 7th at 3:30 pm to present the school IDs as library cards project. Dr. Andy Bryan, Donna Parrish and John Conway plus about 27 teachers were present. It will go to the School Board on the consent agenda at the next meeting. Jimmy Love, the School Board attorney, made one change to the draft of the MOA. He changed Lee County Library to Lee County, a body politic in the draft. Whitney Parrish and Mr. Crumpton approved the change.
4. The Director has one more set of questions for Quiz Bowl to draft in December. Then the quiz bowl questions will need to be reviewed and phonetics for unusual words added for the host. Jordan has confirmed most of the scorekeepers, time keepers, and rotation keepers and other judges for local Quiz Bowl. There are still four volunteer spots to be filled.
5. Work continues on the new 2.0 website. The Director managed to get the new logo on the website sized correctly from a vector file.
6. The Hosted Proxy service change project is almost finished.
   The NC Children's Digital Library is launching in January 2017. These are digital e-books for K-4th grade. There will be a link on the Overdrive website. In January these will be accessible with a Lee County library card. If the Student IDs as library cards project is approved, students will also have access to these e-books with the school id number. This is the $200,000 Children's Digital Library that has just been created with funding from the General Assembly. Lee County Library paid a split cost platform fee with other NC public libraries.
7. Update on NC CARDINAL

Library Systems now part of NC Cardinal represents 38% of NC Counties
The number of items that can be borrowed freely is 5.8 million library items
The average number of monthly transits is 145,000 items
The new library systems added to NC Cardinal this year were:

- Alexander
- Bladen
- Henderson
- Iredell
- Johnston
- Government & Heritage Library
- Scotland
- Granville

In total there are 31 library systems which includes 38 county systems, 4 municipal libraries and 1 special library.

B. New Business

1. The Director spoke at the Special Meeting of County Commissioners on Nov. 21 in favor of the two economic development packages during the public hearing part. Two companies are being given incentives to create 84 new jobs total in the next few years. I made a short simple statement that the library helps people seeking jobs and anything that could be done to bring jobs to Lee County would help the unemployed.

2. The monthly Safety Report was provided to Library Board members. Facility repairs that are in progress or completed are listed below:

a. Concrete sidewalks repaired in places where it is chipped by the parking lot.

b. Bathroom stalls are going to be compliant to ADA rules. This involves moving the commode and install a wider door to the stall.

c. Changing fluorescent light panel(s) to stay on at night by the rear entrance.

d. Light bulbs were replaced in lobby.

e. Carpet tiles are loose in several spots

4. Library has placed new postings on the cable station about library hours and services.

5. The next Ancestry class is scheduled for Wed. Dec. 14th at 10-11:15 am.

6. Website upgrades

a. The revised E-Inc. website goes live this month at https://e-inc.overdrive.com/ . It is more user friendly. E-books available for download will say "available." Prior to this it was a black image of a book and few people knew what that meant.

b. new website for NCPedia, http://www.ncpedia.org/

c. NC LIVE is doing some upgrades to website www.nclive.org

9. The new tabletop laminator arrived. The FOL donated the funds to buy this machine. This model had a 1-year warranty. The Friends of the Library also donated holiday gift cards for library staff.

10. Per the request of Bill Cline and Dot Dowdy, Lee County Library collected children's books to be given to Fayetteville library. The book donations were from a company in Raleigh, called Boss Key Productions. The boxes of books were hand delivered to Jody Risacher at the Director's meeting in Chapel Hill. She told me to extend her appreciation.

11. The Literacy Council won its first grant of $3,000 from the Episcopal Diocese. The Literacy Council Director, Barbara Yuskevich, is writing two more grants.

12. The library is still experiencing intermittent issues with patrons trying to access some websites on the public computers. This issue was caused by hackers to an internet server not owned by Lee County.

14. Update about the Directors meeting in Chapel Hill is below:

a. Government and Heritage library is moving in May 2017 to the first floor of the State Library Building in Raleigh. You can now book an appt. with a librarian there for individual help.

b. The Edge Initiative continues. The library will be doing a third assessment of our technology. Our numbers should be much higher on this assessment. The next FY grant cycle the State Library is focusing on Edge Benchmarks 4 (Engaging Communities), 9 (Devices and Bandwidth), and 11 (Technology Inclusiveness) and will be offering training and support in these areas.

c. Lee County Library did answer the survey to get info about e-rate. Doing an e-rate application as a consortium is worth investigating. The State library is working with the Broadband Infrastructure Office to try to develop a collaborative application for e-rate on behalf of public libraries.

d. The PowerPoint about ongoing projects from Cal Shepard, the State Librarian, was emailed to all Board Members.

e. NCPLDA Awards ceremony – Some of the winners had good ideas that would work in Lee County. The Director has been trying to get two little free libraries built and placed in public areas. But one award winning library had focused the little libraries in Hispanic areas. Building Integrated Communities is an initiative in Lee county this year. The Hispanic population in Lee County is 20%. The Partnership for Children (PFC) is also undertaking a free little library project. The Director will try to coordinate with the PFC or find someone to build the structures.

15. The Director will seek permission to write a EZ Edge Initiative Technology $5,000 LSTA grant to obtain new computers for Broadway and more Launchpads for Young adults and Adults. It is on the agenda for the December 19th, 2016 Commissioners meeting on the consent agenda. Commissioner meetings will start at 6:00 pm in January 2017. The list of the new commissioners' contact information was distributed.

The Chair then asked to go into a closed session under N.C. General Statute 143 to discuss a personnel issue. Bill Tannenbaum made a motion to go into a closed session. Mary Dutton seconded the motion. The Board went into a closed session.

Upon returning from closed session, the Board decided to provide refreshments for library staff the week of Dec. 19th. With no further business, the regular meeting was then adjourned.

Susan B. Alexander — 4 Jan 2017

Susan Alexander, Chair — Date

Susan Benning — January 4, 2017

Secretary to the Library Board of Trustees — Date