

Minutes
Lee County Library Board of Trustees
February 1, 2017

Susan Alexander, Bill Cline, Jeff Hockaday. Susan Porr were present. Mary Dutton, Bill Tannenbaum and Ernest Morgan were absent. Amy Dalrymple was also absent. There was not any members of the public present and there was not any comments.

The minutes from the January meeting were read and Bill Cline made the motion to accept the minutes as written and Susan Porr seconded the motion. The Board voted aye.

Library Director gave the following report:

A. Old Business

1. The Director gave a progress report on the N.E.S.T. project (school IDs as library cards). The library is in contact with Rob Dietrich, IT Dept. of the Schools about the project. The Director answered his questions about the project and the database needed from the schools to implement the project. The students will get the info flyer and opt out letter later this year. Once the opt out letters are returned to the schools, he will subtract their names and prepare the database of student's name addresses and school ID numbers. Once Rob delivers the database to the library, we forward it to NC Cardinal who uploads the information to our patron records and the project goes live in August 2017.
2. Quiz Bowl Update – The Regional Quiz Bowl will be held Sat. April 29, 2017. The local Quiz Bowl was held Jan. 28, 2017 and Lee County High School won after a double elimination and seven rounds of competition. Appreciation was extended to the volunteers who were judges, Quiz Bowl Authority, scorekeepers, timekeepers and rotation officials.
3. Update on grants for new FY.
 - a. The Director started writing the LSTA grant for ADA items for technology. The deadline for this application is Feb. 24, 2017. State Library did not post the new online application until Feb. 9th and they are still making changes delaying completion.
 - b. The Lee County Commissioners also gave approval for the library to write LSTA EZ Edge technology that will be announced in May 2017.
6. The Friends of the Library approved all items on my wish list.
7. The new V. 2 temporary website launched 1/31/17. Support for the V.1 Springshare website ended January 31, 2017. I have committed the library to be part of an NC LIVE project that will allow Lee County Library to share the cost of a \$6000 website development template within Springshare. Our part will be a one-time \$300 fee and the templates can be reused over and over again. Patrons need to remove their cache to see the new website.
8. The Hosted Proxy service change is up and running. Nathan McGehee from IT reports it is functioning well. If you download books or audio, the process is much simpler now. Patrons just need their library card number and PIN. Some patrons are having difficulty because they have not refreshed their browser for NC LIVE.
9. The new e-books collection called NC Digital Kids launched on Feb. 1st and 6500 e-books have been checked out. These are digital e-books for school students. There will be a link to the NC Digital Kids on the Overdrive website. This is part of the \$200,000 Children's Digital Library funded by the General Assembly. Lee County Library paid a split cost platform fee with other public libraries in the state of NC. Each year more funds will be sought from the General Assembly to build this permanent collection. It now has \$350,000 from the various sources.
10. The Director gave an update on the new fiscal year budget draft and her meeting with Mr. Crumpton and advice on the Library proposed budget submission. The deadline is March 7, 2017. The Director gave an update on the current staffing levels and potential hours of operation if one additional full time person is approved by the Commissioners for FY 2017-2018 budget in addition to the upgrade of Debbie's position. The main library could be open one additional night, 10-5 on Saturday and Broadway's hours could be increased from 12 to 16 hours per week. The main library's hours would increase six more hours per week from 55 to 61 hours per week. Several community members have been asking for additional hours of operation. The computer lab at the Workforce Development Center's current location will be closing and the library is expected to get those additional computer users. The Director outlined other general plans for the new FY 2017-2018 proposed

library budget. The Board had previously discussed the need for a state of the art security system. One of the full time staff will be retiring at the end of March 2017. Lee County Library's 5 Year Plan submitted as part of the State Aid packet approved by the Library Board and submitted to the State Library included upgrading this position when it became vacant to a MLIS degreed position. Some line items in the proposed budget will be increased 3-4 % due to price increases.

B. New Business

1. The monthly Safety report was in the Board members packet for review.
2. Facility repairs
 - a. The ramp for the handicap parking space will need some attention.
 - b. General Services fixed the loose carpet tiles.
 - d. A subcontractor for Duke Power has not come yet. They will be installing energy efficient lights soon.
3. The Next Ancestry class is scheduled for Thurs. February 21, 2017 9:30-10:30 am. Response has been great.
4. The Director talked about the new logo and branding process and will get a poster printed with the library mission statement and logo.
5. The Friends of the library will hold a one-day craft book sale on Saturday Feb. 18 10-2 pm. A patron donated 350 high quality expensive craft books.
6. The Director asked the Board to vote on using Brown Trust funds for a programmer. Jeff Hockaday made the motion to ask the Commissioners to use Brown Trust funds and Bill Cline seconded the motion. The Board voted aye. Efforts to secure donations from area groups did not pan out.

C. Other Business

Susan Alexander gave an update on the new Bylaws draft completion and mailing of printed copies to Board members.

With no further business, the meeting was adjourned.

Susan A Alexander

Susan Alexander, Chair

Juse Benning

Secretary to the Library Board of Trustees

5 Mar 2017

Date

March 5, 2017

Date