Minutes
Library Board of Trustees
March 1, 2017

Present were Susan Alexander, Jeff Hockaday, Bill Tannenbaum, Sue Porr, and Mary Dutton. County Manager John Crumpton was present. Director Susan Benning was also present.

Absent was Bill Cline and Ernest Morgan.

The minutes from the February 1, 2017 meeting had been distributed and read. Jeff Hockaday made the motion to approve the minutes as written. Bill Tannenbaum seconded the motion. The Board voted aye.

The Library Director gave the following report

A. Old Business

1. For the new fiscal year budget 2017-2018, all of the CB forms have been submitted, the CB1 organizational chart, CB2 organization, history, structure and CB3 new position request. The reclassification of Debbie's job will be voted at the March 6th Commissioners meeting.
2. Quiz Bowl Update – The Regional Quiz Bowl will be held Sat. April 29, 2017. Volunteers are needed. Trophies have been ordered, brackets found, volunteers are being called. Robert is 75% done drafting the questions. He will contact some pizza places and see if they will donate pizzas. The FOL and the Sanford Herald will split the cost of refreshments.
3. Craft Book Sale held by the Friends of the Library raised awareness. Book sales at the Everyday Sale following the Craft Book Sale event have been higher than normal.
4. Update on grants for new FY:
   a. The ADA assistive devices grant application is finished. Mr. Crumpton signature was obtained and the grant was submitted by the deadline. The State Library changed to an "easier" online process. There were 57 pages of instructions for what turned out to be a four-page grant. The total dollar value of the grant if awarded is $6857. The FOL will pay the 25% match of $1722.

5. Update on the new library website- The Director has 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. Board members were shown the temporary website on the Smartboard www.leecountync.gov/library. 20 libraries are needed to participate to make this project happen. So far, 12 libraries have signed up.

6. The Board was shown a beta version of the NC Live website at https://new.nclive.org/ . They are using the same UNC-Chapel Hill website developers' template concept.

7. The Director showed the NC Digital Kids website, https://nckids.overdrive.com/ on the Smartboard. So far, over 11,768 e-books have checked out in 30 days.

8. State Aid for Public Library – The NCPLDA is going all out with theirask for an increase in State Aid to Public Libraries. The nonprofit organization has hired two lobbyists and the ask for the new FY 2017-2018 will include a 7 million dollar increase for State Aid and NC Digital Kids funding

9. Cemetery database – The Board discussed whether to use Brown Trust funds for the $1500 programmer fee or use the same existing database Chatham County Library currently uses at no charge. Whitney Parrish, the County attorney said it would be okay to use cemeterycensus.com after getting two agreements signed. The website for cemetery census is http://cemeterycensus.com/nc/lee/index.htm.

10. After the Board discussed rescinding its vote made at the February 1, 2017 meeting to ask the Commissioners to use Brown Trust funds for the cemetery database, Jeff Hockaday made the motion to rescind the previous vote and Sue Poor seconded the motion.

11. The Board tabled the discussion on the Collection Development Policy for Local History materials until the next meeting. The Director said Whitney Parrish was okay with the draft of the Local History collection development Policy. There about 2080 books in the local history reference collection and 2080 vertical files.

B. **New Business**

1. The monthly Safety report was in the Board members packet for review. The library has gone almost 24 years without an accident.

2. The Director discussed proposed hours of operation change. If the new FT position is approved by Commissioners, Broadway could be open 16 hours a week and the main library could be open 61 hours a week (six more than present) adding a third evening and Sat. 10-5.

3. The Director went over the new proposed FY 2017-2018 Library Budget. She identified the impacts of adding the security system and one new hire. She talked about the proposed new hire and the organizational chart CB-1. She discussed the CB- 2, history and structure of the library and went into detail on CB-3, the proposed new position and how this position would be utilized and why it is needed. The Director spoke about the impact on the proposed budget.

After discussion, Jeff Hockaday made a motion to recommend the new proposed full time Outreach Specialist position and extending hours of operation. Bill Tannebaum seconded the motion.

4. The next Ancestry class is scheduled for Thurs. March 23, 2017 10:00 -11:15 am six students.

5. Lee County Literacy is up and running. The organization has 10 tutors, looking for more funding, The 501 c 3 paperwork is complete, and a logo has been designed. I sent the Director of the Literacy organization grant ideas and 5-year plan information.

6. There will be an author program with AlexSandra "Sandy Lynn" Lett in honor of National Library Week the first week in April. Date and time to be determined.

7. Project with the Enrichment Center involves one Self Service Kiosk and 100 Large Print books available for checkout in the Conference room at the Enrichment Center. Bookmarks have been made and the project will go live by Friday, March 3. Robert Manzo will provide the maintenance.

8. The Director talked about the "I Love the library" campaign and what patrons wrote about the library. One person was selected to receive a book bag and a coffee mug.

9. Technology update: Adult brain game Launchpad tablets have been purchased and soon will be available for checkout.

10. The Director will retire at the end of June.

C. Other Business - Susan Alexander gave an update on the new Bylaws draft being mailed to Board members for vote at the next meeting.

With no further business, the Board voted to adjourn.

Susan G Alexander — 5 April 2017

Susan Alexander, Chair — Date

Susan Benning — April 5, 2017

Secretary to the Library Board of Trustees — Date