

Durham County Library
Board of Trustees
Meeting, June 20, 2006
Minutes

The meeting was **called to order** by Secretary Berger at 6:04 p.m.

Roll Call by Secretary Berger:

Present: Lionell Parker (Chairman), Jon Miller (Vice Chairman), Ken Berger (Secretary), Elsa Woods, Marian Andrews, Mohammad Rashdi, Al Roberts, Alan Lang and Lisa Greenbaum; and library staff Priscilla Lewis, Karlene Fyffe, Joyce McNeill, Susan Wright, and Rheda Epstein

Absent: Library staff member Jana Alexander and County Commissioners' liaison Michael Page

The **minutes** for the May 16 meeting were approved.

There were no changes to the agenda.

Communications (Ms. Lewis): The file was passed around for board review.

Financial Report (Ms. Lewis): Distributed expenditures and revenue—generally looking good. Fines and fees are up, and this is reflected in next year's budget. Also discussed grants and print fees. Revenues in next year's budget are more reflective of what we actually expect to receive.

Committee Reports:

Nominations (Mr. Miller): The committee proposed the following slate of officers for 2006-2007, to be elected at the end of the July 18 meeting: Berger for Chair, Rashdi for Vice Chair and Greenbaum for Secretary.

Policies (Mr. Miller): The proposed schedule of policy review has slipped a meeting, but he promised that we would be back on track with the next meeting; library staff need to review the Community Bulletin Board, Computer Use and Safe Child policies by that time.

County Commissioner Liaison (Mr. Page): No report.

Facilities and Standards (Mrs. Woods): No report.

Strategic Planning (Ms. Lewis): The status document, reviewing progress on the last strategic plan, was distributed for board information. We will discuss the document at the next board meeting, and begin working on the next plan, scheduled for December.

Information and Technology (Mr. Berger): No report, but comments about of the new technology at East (e.g., self check-out and wireless access) generated a brief discussion of the grand, grand opening at East.

External reports:

Durham Library Foundation (Mr. Berger): The next meeting will be July 18, at 4 PM.

Friends of the Library (Mrs. Woods): The next book sale will be this Friday (4-7) and Saturday (10-5).

Friends of Stanford L. Warren Library: They approved grand opening tokens and final wording for historic plaque; the grand opening is tentatively scheduled for August.

Old Business: The pending resolution, having been prepared in elegant style with the help of Ms. Alexander, was signed by the board.

New Business: The board adopted the following meeting dates for 2006-2007: July 18, August 15, September 19, October 17, November 14, December 19, January 16, February 20, March 20, April 17, May 15 and June 19.

Director's Report (Ms. Lewis): Ms. Lewis thanked all that made the East grand opening possible, especially IT people. A lot of the early backup was people getting library cards. Staff have been deluged with calls from people using East who want an "Over 50" club like they have at Bragtown. Staff are using what they have learned with East to refine the plans for the North regional. Extraneous

buildings are down at South. Positions will be advertised earlier for North staff, to avoid the tighter timing experienced at East. Conversion of books for North will be with done with two machines loaned by IBM.

Ms. Fyffe talked about the how well the summer reading program is going. Youth services people met today—a lot of activity here as well. Many children are signing up at East.

Ms. Epstein: We are at the end of implementation cycle with Horizon, though some features are still to be added. Work is continuing on the Envision print manager system.

Ms. McNeill: East has only two positions to fill; she has submitted other positions for posting.

Ms. Lewis (in Ms. Alexander's absence) summarized all the activities of marketing, including the East grand opening and summer programs.

Other Business:

Mr. Parker praised Ms. Lewis, at her last board meeting as interim head of the library, for the excellent job she has done over the last eight months; the board endorsed the sentiment with applause. Ms. Lewis thanked the board for its support; and *promised that we would have refreshments at the next meeting.*

Ms. Lewis led a brief discussion about the use and condition of public meeting rooms (especially the auditorium at Main), about discussions with county commissioners about fees, and problems maintaining library building facilities.

Ms. Greenbaum asked the board to request that DATA buses stop at libraries, at places appropriate for the disabled and inclement weather, and that fees to and from libraries should be waived. Ms. Lewis pointed out that bus routes were considered with branch locations, though not all may be right at the libraries; and there was brief discussion about the free access suggestion.

The meeting was adjourned at 7:02 PM.

Next meetings: **July 18, 2006**
 August 15

Respectfully submitted,

Ken Berger, Secretary

June 21, 2006