

BRUNSWICK COUNTY LIBRARY BOARD MEETING MINUTES April 24, 2023

The Brunswick County Library Board met on April 24, 2023 in the Rourk Library meeting room. Chair Jeff Mount called the meeting to order at 4:00 PM.

**Members present:** Sheila Umbricht, Emma Myles, Gibby Wilson, Barbara Akinwole, Jeff Mount, Mary Stilwell, Diana Dornfeld, Diana Fotinatos, and Marilyn Shapiro

**Also present:** Patricia Dew, Library Director; Carol Brolley and Judy Knight FOLSOI, Karen Robbins, Rourk FOL, and Susan Amato BC resident

**Members absent:** None

Minutes of the January 23, 2023 meeting were unanimously approved as amended after a motion by Stilwell and a second by Akinwole.

**Director Dew's Report:**

**1. Budget**

**A. Good News**

- a. 1 Youth Services Librarian position & 1 Library Assistant will be added allowing expanded hours of operation starting this fall
- b. More Part-Time funding
- c. Moved \$80,000 from book leasing funds to book purchasing

**B. Bad News**

Had to cut \$75,000 from the proposed budget including: a.\$5,000 for Summer Reading, b. \$3,500 from annual movie licenses, c. \$20,000 for additional book purchases, d. subscriptions Lib Cal (\$1,400), Library Aware (\$6,500) and NewsBank (\$4,500) e. reduced AV from \$15K to \$6K

**C. Net Result**

A letter will be sent to the FOL groups to explain the budget for FY24 and to ask them to continue funding summer reading and movie licenses. The letter would also ask if FOLs would like to buy any books or subscriptions.

**2. Staff** - Nothing significant to report.

**3. Services**

- a. All branches are now on the County network. When the replacement public computers which were purchased with ARPA funds arrive, the new printers will be ready to go for the public.

b. Director Dew is looking at moving BCL from Polaris, our current software provider to NC Cardinal. This move will cut costs in half and give access to materials from libraries across the state which would enlarge our collection way beyond what we can afford. The move which is a 2-year process would begin this fall.

#### **4. Buildings**

Rourk improvements – meeting room expansion, new carpet and service desk are on the calendar. The library may have to close for a day or two during the renovations.

Barbee now has a kitchenette for staff, making the back workroom a true break/workroom.

Southwest's new landscaping including plants, benches and a pergola-covered swing should be installed starting May 1.

Director Dew also reported that the Commissioners will be discussing the Bookmobile including its staff and maintenance.

#### **Unfinished business**

A. The BC Library Board of Trustees BY- Laws were unanimously amended after a motion by Stilwell and 2<sup>nd</sup> by Fotinatos as follows:

III Meeting A February changed to January

VII. Duties #3 & #6 deleted

Since the Trustees were told by the County attorney that they could not change “requested” in II. Board B to “required” because the Commissioners are the ones who appoint the Board, Stilwell made a motion, with a 2<sup>nd</sup> by Umbricht and a unanimous vote to seek advice from the attorney on how to approach the Commissioners with a request that they make this change.

B. Director Dew presented the BC Library – Community Survey that she is working on to implement through the libraries and on-line.

C. After a motion by Fotinatos and a 2<sup>nd</sup> by Stilwell, the trustees voted unanimously to amend the Strategic Plan 2022 -2027 submitted by Dew to the state as follows:

1. Add the vision statement “To develop vibrant library branches that are vital community destinations for learning, inspiration, innovation, and opportunity.”

2. Change the Dates to 2023 -2028

#### **New Business**

A. Trustees reviewed the Request for Consideration form submitted 3/3/2023 regarding the book *Lego-Star Wars- Character Encyclopedia*. After discussion, a motion by Stilwell and a 2<sup>nd</sup> by Akinwole the Board voted unanimously to keep the book in the library collection but not

display it. Fotinatos agreed to draft a letter to Paula Spelts who made the request. The Board will need to approve the letter.

B. After a motion by Umbricht and a 2<sup>nd</sup> by Fotinatos the Board voted unanimously to postpone the discussion on creating a procedure document for Request for Consideration submission.

C. After much discussion there was no consensus on the meeting room policy. Patricia and Jeff will consult with the County attorney.

D. After a motion by Myles and a 2<sup>nd</sup> by Mount it was unanimously agreed to accept the Interlibrary Loan (ILL) policy as presented.

Jeff Mount thanked Gibby Wilson & Sheila Umbricht for their years of service on the Library Board. This was their last meeting since they both have chosen not to seek reappointment after 9 and 15 years respectively.

Meeting was unanimously adjourned at 5:50 after a motion by Akinwole and a second by Wilson.

Upcoming meetings for 2023: July 24 Southwest October 23 Leland

Respectively submitted,

Sheila K. Umbricht, Secretary