

**BRUNSWICK COUNTY LIBRARY BOARD OF TRUSTEES**  
**Meeting Minutes – May 28, 2024**

The Brunswick County Library Board met on May 28, 2024 in the Rourk Library meeting room. Chair Jeff Mount called the meeting to order at 4:00 PM.

**Members present:** Jeff Mount, Diana Dornfeld, Diana Fotinatos, June Jones, Marilyn Shapiro, Anne Smith, and Mary Stilwell representing a quorum.

**Also present:** Patricia Dew, Library Director; Jayne Mathews, FOL-Southwest Branch Library board member; Karen Robbins, Rourk FOL president; and Joann Bass, Rourk FOL board member.

**Members absent:** Barbara Akinwole and Emma Myles.

Minutes of the March 25, 2024 meeting were unanimously approved.

**Director Dew’s Report:**

**Budget**

Approved for FY2025:

- Increase in the book budget to \$213K from \$200K in FY24
- 2 new positions: Bookmobile Librarian and Bookmobile Assistant
- \$40,000 for building maintenance and upgrades (carpet, furniture, etc.) will be coming from ARPA funds
- All bookmobile-related things were moved to ARPA funding and won’t be in the Library budget
- There have been some last-minute changes from vendors that may require re-working of the budget

BCL will be receiving a bit more non-recurring aid from the State, using leftover ARPA funds. It will likely be approximately \$7,000.

**Staff**

The County will be implementing a COLA raise for all employees, with the lowest-paid employees getting the biggest percentage. All employees will receive at least 3.75%, plus merit raises based upon annual evaluations.

**Services**

The Smithsonian Voices and Votes exhibit is opening at SWB on June 3. The opening reception will be on Thursday, June 6 at 5 PM. All Trustees are invited to attend the reception.

Summer Reading begins June 1. Information is online, on social media, and in the branches.

**Buildings**

Looking at options to fund new shelves at Rourk, tables at Leland, and other projects as they come up. Plus creating a bookmobile office at SWB when the bookmobile is closer to delivery.

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**Unfinished Business:**

The bookmobile is being custom built by Matthews Specialty Vehicles. The largest vehicle possible has been ordered that does not require a commercial driver's license (CDL) to be driven. Expected delivery is approximately first quarter of 2025. It will be parked at the SWB with the route to be determined. Services from the bookmobile will focus on children and senior citizens.

Revisions to the Gift and Donation Policy were discussed. The policy is still in attorney review by the county. Vote and approval have been tabled until the July meeting.

**New Business:**

State ranking of the BCL was discussed. Progress had been made. The BCL is ahead on some metrics like FOL support but underperforming on key metrics like spending per capita. The BCL is current ranked 81 overall out of 83 libraries in the state.

**Public Comments:**

No public comments.

The meeting was adjourned by Jeff Mount at 5:24 PM.

**Upcoming meetings:**

- Monday, July 22, 2024 at 4:00 PM – Southwest Branch Library, 9400 Ocean Hwy W, Carolina Shores
- Monday, September 23, 2024 at 4:00 PM, ANNUAL MEETING – Leland Library, 487 Village Rd NE, Leland
- Monday, November 25, 2024 at 4:00 PM – Barbee Library, 8200 E. Oak Island Dr, Oak Island
- Monday, January 27, 2025 at 4:00 PM – Harper Library, 109 W. Moore St, Southport

Respectively submitted,  
Diana Fotinatos, Board Secretary