



MEETING MINUTES

BRUNSWICK COUNTY LIBRARY BOARD OF TRUSTEES REGULAR MEETING OFFICIAL MINUTES

**MAY 27, 2025
4:00 PM**

The Brunswick County Library Board of Trustees met in Regular Session on May 27, 2025 at 4:00 p.m. in the Southwest Branch Library, located at 9400 Ocean Highway W, Carolina Shores, North Carolina.

MEMBERS PRESENT

June Jones, Trustee D3, Harper & Barbee Branches
Diana Fotinatos, Chair, Trustee At Large
Emma Myles, Trustee At Large
Marilyn Shapiro, Trustee At Large
Melissa Warren, Trustee At Large

MEMBERS ABSENT

Yvonne Allen, Secretary, Trustee D1, Southwest Branch
Diana Dornfeld, Vice Chair, Trustee D2, Rourk Branch
VACANT, Trustee D4
Barbara Akinwole, Trustee D5, Leland Branch

STAFF PRESENT

Patricia Dew, Library Director

OTHERS PRESENT

Donald A. DeMore, Southwest Branch Library FOL
President
Karen Robbins, Rourk Library FOL President
JoAnn Bass, Rourk Library FOL, Board Member
Barb Stephens, Rourk Library FOL, Board Member

Board/Committee/Commission Action, containing all items in this set of minutes, is filed within the Library.

I. CALL TO ORDER

Chair Diana Fotinatos called the meeting to order at 4:00 p.m.

II. ATTENDANCE

Trustees Akinwole, Allen and Dornfeld were absent.

III. ADJUSTMENTS/APPROVAL OF AGENDA

Chair Fotinatos asked for adjustments to the agenda. Hearing none, Chair Fotinatos made the motion to approve the agenda. The motion was seconded by Trustee Myles and passed unanimously (5 to 0).

IV. APPROVAL OF MINUTES

1. **Meeting Minutes – March 24, Regular Meeting**

Chair Fotinatos made the motion to approve the Meeting Minutes of the March 24, 2025 Regular Meeting. The motion was seconded by Trustee Warren and passed unanimously (5 to 0).

V. PUBLIC COMMENT

Chair Fotinatos opened the Public Comment period at 4:05 p.m. There were no public comments.

VI. PRESENTATIONS

1. **Library Director’s Report**

Budget

Library budget highlights; budget should be approved at the next BOCC meeting:

- Replacement courier van via ARP-enabled funds
- New staff positions: 2 Assistants; one each for Barbee and Harper
- Subscription to ABCmouse including home access
- Land purchase for Rourk in the CIP
- Increase the book & e-book budget to \$264,000 [was \$213K in FY25 budget] plus the same \$10,000 for AV materials
- Tuition assistance for staff members pursuing their MLS degree

Staff

Bookmobile Librarian position is posted and closes this week. Once on board, that person will be involved in hiring the Bookmobile Assistant.

The County’s FY26 budget includes a 3% COLA increase for all full-time staff and merit pay for those who qualify.

Services

Bookmobile is moving along. We’re now at the graphics design stage and working with both the County and Matthews Specialty Vehicles to create a design. Tentative delivery date of early July.

Buildings

Nothing significant to report.

VII. OLD BUSINESS - none

VIII. NEW BUSINESS

1. **Conduct Policy Review and Discussion**

After a thorough review and discussion of the Conduct Policy revisions a motion to approve the revised Conduct Policy as submitted to the board was made by Trustee Shapiro, seconded by Trustee Warren and passed unanimously (5 to 0).

2. **Program Request from EarthRights International**

The program request from EarthRights International was discussed. In accordance with the Meeting Room Use by Non-Library Groups Policy, the organization may use the library public meeting spaces and comply with all posted policies and procedures.

3. **Discussion on potential impact of HB 636**

The importance of library trustees staying informed of the impact of changing legislation and its impact on the Brunswick County Library and its patrons was discussed. Trustees were urged to

contact local Representatives, Frank Iler, Charlie Miller and Senator Bill Rabon to voice concerns about the impact of the bill.

IX. BOARD APPOINTMENTS

1. Trustee position for District 4 is open and applications are being accepted.
2. Stephen Zerio has been appointed as trustee for District 5.
3. Yvonne Allen, board secretary, resigned her position as of May 27. The trustee position for District 1 is now open. Applicants who apply in April are being reviewed. A new board secretary will be appointed at the July 28 meeting.

X. **OTHER BUSINESS/INFORMAL DISCUSSION** – none.

XI. UPCOMING MEETINGS

1. Monday, July 28, 2025 at 4:00 p.m. – Leland Library, 487 Village Rd NC, Leland
2. Monday, September 22, 2025 at 4:00 p.m. – ANNUAL MEETING, Barbee Library, 8200 Oak Island Dr, Oak Island
3. November 24, 2025 at 4:00 p.m. – Harper Library, 109 W. Moore St, Southport
4. Monday, January 26, 2026 at 4:00 p.m. – Rourk Library, 5068 Main St, Shallotte

XII. ADJOURNMENT

Chair Fotinatos moved to adjourn the meeting at 4:58 p.m. The motion was seconded by Trustee Jones and passed unanimously (5 to 0).

Diana Fotinatos

Diana Fotinatos, Chair
Brunswick County Library Board of Trustees

Attest:

Diana Fotinatos

Diana Fotinatos
Acting Board Secretary