



# MEETING MINUTES

## BRUNSWICK COUNTY LIBRARY BOARD OF TRUSTEES SPECIAL MEETING OFFICIAL MINUTES

December 8, 2025  
4:00 PM

The Brunswick County Library Board of Trustees held a special meeting on December 8, 2025, at 4:00 p.m. via Zoom.

### MEMBERS PRESENT

Diana Dornfeld, Vice Chair, Trustee D2  
Marlene DeFrancesco, Trustee D4  
Diana Fotinatos, Chair, Trustee At Large  
Jayne Matthews, Trustee D1  
Emma Myles, Trustee At Large  
Melissa Warren, Trustee At Large  
Stephen Zerio, Trustee, D5

### MEMBERS ABSENT

June Jones, Trustee D3, Harper & Barbee Branches  
Marilyn Shapiro, Trustee At Large

### STAFF PRESENT

Patricia Dew, Library Director

### OTHERS PRESENT

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

#### I. CALL TO ORDER

Chair Fotinatos called the meeting to order at 4:01 p.m.

#### II. ATTENDANCE

Trustees Jones and Shapiro were absent.

#### III. ADJUSTMENTS/APPROVAL OF AGENDA

None.

#### IV. APPROVAL OF MINUTES

None.

**V. PUBLIC COMMENT**

None.

**VI. PRESENTATIONS**

None.

**VII. OLD BUSINESS**

None.

**VIII. NEW BUSINESS**

The board convened to review, discuss, and approve the Bookmobile Policy. Chair Fotinatos made the motion to approve. The motion was seconded by Trustee Zerio and passed unanimously (7 to 0).

**IX. BOARD APPOINTMENTS**

None.

**X. OTHER BUSINESS/INFORMAL DISCUSSION**

1. **ADA-compliant Bookmobile.** Trustee Zerio asked if the Bookmobile is ADA-compliant. Director Dew said there is a wheelchair lift on the back of the vehicle. She is confident that the producer of the vehicle has made it acceptable as this is something they specialize in, but she will inquire.
2. **Internet policy review.** Chair Fotinatos wanted members to know they'll be asked to review changes to the Library internet policy at the January meeting. The policy will be sent to members via email.
3. **E-book pricing.** Chair Fotinatos and Trustee Zerio have been researching collaborative pricing for eBooks, and provide a summary to the board at the January meeting.

**XI. UPCOMING MEETINGS**

1. Monday, January 26, 2026 at 4:00 p.m. – Rourk Library, 5068 Main St, Shallotte
2. Monday, March 23, 2026 at 4:00 PM - Southwest Branch Library, 9400 Ocean Hwy W, Carolina Shores
3. Tuesday, May 26, 2026 at 4:00 PM – Leland Library, 487 Village Rd NC, Leland
4. Monday, July 27, 2026 at 4:00 PM – Barbee Library, 8200 Oak Island Dr, Oak Island

**XII. ADJOURNMENT**

Chair Fotinatos moved to adjourn the meeting at 4:12 p.m. The motion was seconded by Trustee Zerio and passed unanimously (7 to 0).

*Diana Fotinatos*

Diana Fotinatos, Chair  
Brunswick County Library Board of Trustees

Attest:

*Melissa Warren*

Melissa Warren  
Board Secretary