



**Brunswick County Library Board of Trustees Meeting  
February 12, 2018  
GV Barbee Sr. Public Library**

Call to Order: Meeting called to order by Chairman Ron Benton at 4:09 PM at the GV Barbee Sr. Public Library on Oak Island, NC

Trustees Present: Ron Benton, Emma Myles, Gibby Wilson, Randy Sullivan, Sheila Umbricht, Marylin Searby, and Donna Morgan

Also present: Maurice Tate, Brunswick County Library Director, Diana Fotinatos, Vice-President of Friends of the Library Southport and Oak Island (FOLSOI) and Kathy Fleming, Book Sale Chairperson of Friends of the Library Southport and Oak Island (FOLSOI)

Trustees absent: Nadine Stanley and Lena Butler

Reading of the Minutes of the Previous Meeting: The minutes of the October 21, 2017 meeting were approved unanimously as written.

Library Director's Report

1. BUILDINGS:

The move to the new building will be later than expected. Much work must be done to the site and several Maintenance Department several projects precede this.

Ms. Tate asked that Trustees let her know of name suggestions for the new building The Commissioners ultimately decide, but appreciate recommendations.

Speed bumps were installed in the parking lot of at Leland. "Library Parking Only" signs were installed at three branches.

A broken water pipe under the Rourk Library caused a partial two-day closure, toilet clogs hampered Harper Library, landscape problems continue at Barbee, and HVAC units had to be replaced at several locations.

2. STAFF: When an employee is on approved sick leave or federal family leave for an extended time, staff must fill in for one another. This Fall and Winter, several staff members were out for various reasons—some are back and some chose not to return. So Library Managers are in a process of training one new full-time person and one part-time person and are about to begin interviews for another full-time position.

Employees have been participating in webinars on such topics as how the opioid crisis is affecting libraries, homeless people in the libraries, new free NC-LIVE resources, and ideas for children's programming.

3. PROGRAMS:

AARP tax assistance is being provided at the Hickman's Crossroads and Rourk branches. Summer Reading Programs are being planned at all branches.

## Library Director's Report (cont.)

### 4. GRANTS

\$500 from Southport Women's Club for new children's books.

\$500 from the South Brunswick Island Women's Club.

\$750 from the NC Arts Council by way of the Brunswick Arts Council to the Rourk Library for "Family Art Cart Fridays" matched by the FOL Rourk. Arts and crafts projects will bring parents and kids together to study various aspects of Art, with supplies available on a special cart.

The County Commissioners approved a request from the Operation Services Department for a budget amendment, adding \$25,000 for repairs and moving expenses for the new building in Calabash.

### Old Business

There was a brief discussion about the move of Hickman's Crossroads Library, with Ms. Tate informing Trustees that Brunswick County does not yet have access to the new building so the timing of the move is unknown.

### New Business

Ms. Tate explained that the Brunswick County Computer Department is applying for a Federal e-Rate grant for the Library under the direction of Mr. Steve Stone. The deadline for application is Feb. 22, 2018 and requires the Board of Trustees to take action. In order to be considered for the grant, our Library system must have in place a public internet policy that includes an agreement to filter "objectionable" sites.

The policy must be approved by the Library Board of Trustees and must be open to public discussion at a board meeting. Thus, the regularly-scheduled meeting date was changed to accommodate the Brunswick County Computer Department's need for the policy to be approved by the Board of Trustees prior to the February 22, 2018 grant application deadline.

Ms. Tate asks that the Board of Trustees review the proposed Brunswick County Library Internet Safety Policy (entirety of policy appears at end of Minutes). Upon presentation, review, and discussion of the Policy, a motion made by Ms. Searby to approve as written and Ms. Umbricht seconded the motion. Adoption of the Policy passed with a unanimous vote.

Regarding Ms. Tate's request for input on a name for the new library, the Board discussed names and upon a motion by Ms. Umbricht, seconded by Ms. Myles, chose the name "Southwest Library" to unanimous approval. Ms. Tate will forward the recommendation to the Commissioners.

## Public and Closing Comments

A number of questions regarding Barbee Library were raised: parking lot lines, a second story added to the library for meeting rooms with the need for an elevator and approval by the City of Oak Island note, as well as the landscaping needs for the grounds. Ms. Tate informed the Board that landscaping is done through the Department of Parks and Recreation and parking lots are handled by the Maintenance Department. Ms. Tate said that three of the Friends of the Library in the Brunswick County system (Calabash, Leland and Shallotte) provide the landscaping for their libraries.

Parking at Harper Library was discussed, including the possibility of the old BB&T building parking lot being used temporarily.

Ms. Fotinatos asked a question about improving the collections. Ms. Tate said the current year budget for improving collections was \$50,000.00 or \$10,000.00 per library.

The meeting adjourned at 4:55 PM. (Motion Ms. Myles/2nd Ms. Searby)

Respectfully submitted,

Donna Morgan  
Secretary

## Addendum: BRUNSWICK COUNTY LIBRARY INTERNET SAFETY POLICY

The Brunswick County Library offers free public Internet access in accordance with its mission to provide information services and resources to all county residents; and to ensure that residents have open and free access to information and ideas.

The Library has no control over the information available through the Internet, and cannot be held responsible for the accuracy and content which some users may find offensive, inappropriate, or inaccurate. Library users access Internet sites at their own discretion; children's internet use is at the discretion of parents/legal guardians.

In accordance with the federal Children's Internet Protection Act (CIPA) (Pub. L. 106-554), all library computers are equipped with filtering software. This software is set to screen out sites which may reasonably be construed as obscene (as defined in section 1460 of Title 18, United States Code; or child pornography (as defined in section 2256 of Title 18, United States Code); or harmful to minors (as defined in section 1703, Pub. L.106-544). Users who are 18 years of age or older may request a library staff member to disable the filtering software for research purposes. The software will not be disabled for any reason for users 17 and under.

As required by the CIPA, prevention of inappropriate network usage includes 1) unauthorized access (“hacking”) and other unlawful activities; 2) unauthorized disclosure, use, and dissemination of personal information by and regarding minors.

As with all public library resources, restriction of a child’s use of the Internet is ultimately the responsibility of the parent/legal guardian, within the confines of the law.

To the extent practical, steps are taken to promote the safety and security of all users of the Library’s online network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Users should be aware that the Internet is not a secure medium. The Library assumes no responsibility for any damage, direct or indirect, for the use of the Internet, including, but not limited to, damage to personal or office equipment caused by virus-infected material downloaded from any Internet site. Users are reminded to be very cautious about providing personal information over the Internet, or allowing their children to do so.