



**Brunswick County Library Board of Trustees Meeting**  
**February 25, 2019**  
**Emergency Services Building, Bolivia NC**

Call to Order: Meeting called to order by Chairman Sheila Umbricht at 4:04 PM.

Trustees Present: Sheila Umbricht, Ron Benton, Nadine Stanley, Lena Butler, Gibby Wilson, Emma Myles, Brett Riggs, Randy Sullivan, Donna Morgan.

Also present: Maurice Tate, Brunswick County Library Director.

Trustees absent: None

Agenda: The Agenda was approved.

Reading of the Minutes of the Previous Meeting: The minutes of the October 22, 2018 meeting were corrected under By-Laws Revisions replacing JULY with FEBRUARY, then were approved unanimously.

Library Director's Report

1. **PATRON SERVICE:** Ms. Tate outlined Adult Programs offered by our libraries: Life Long Learners, Master Gardeners, Hospice, FEMA, AARP tax assistance, Voting, Computers & Devices, Genealogy, Meet the Author events, Movies, Adult Coloring, Creative Writing, and games—Bridge, Mahjong, and Chess. Children's Programs include Storytime, Art Carts, Lego Club, Holiday Programs, and library tours for schools and preschools.
2. **NEW BRANCH TOURS:** The Southwest Brunswick Branch Library Manager Christi gave tours to State Representative Frank Iler, Mrs. Searby (former Library Trustee) and the New Hanover County Library Board.
3. **DISASTER RELIEF:** Library staff worked with our FOL groups to provide children's books to our elementary school libraries that were damaged in the hurricane, and to provide books for kids to take home to read over the Christmas holidays.
4. **STORM CLEANUP:** Leaks were repaired, ceiling tiles replaced, mold detected and remediated, air quality was checked, and HVAC systems were checked and cleansed.
5. **STAFF:** A new full-time Library Assistant is in training between Southwest and Rourk branches. Our part-time assistant resigned for family reasons and there is an opening for a replacement.
6. **STATISTICS:**

	January 2019	July 2018
Door Count	27,732	27,511
New Library Cards	452	607
Total Circulation	47,082	50,026
eBooks	2,000	2,225
Program Attendance	2,475	2,420
Computers	3,904	4,386
Wi-Fi	1,331	1,480

Unfinished Business: None

New Business: By-Laws Revisions

1. BOARD II B: Proposal: Change language from ***Board Members are REQUESTED to be library cardholders*** to ***Board Members are REQUIRED to be library cardholders***.

Ms. Tate informed the Board that cardholder information is confidential. A motion by Ms. Morgan and 2nd by Mr. Benton that the language ***Board Members are REQUESTED to be library cardholders*** be retained led to a brief discussion, following which the Board unanimously agreed to retain the original language.

2. MEETINGS III A: Proposal: Regular meetings shall be held on the 4<sup>th</sup> Monday at 4:00 p.m. ***QUARTERLY IN FEBRUARY, APRIL, JULY AND OCTOBER.***

After a motion by Mr. Benton and 2nd by Ms. Stanley, a brief discussion of the quarterly meetings ensued, and the proposal passed unanimously.

MEETINGS III B. Proposal: Change the date of the Annual Meeting to align with the quarterly meeting schedule, to wit: from ***The Annual Meeting, which shall be for the purpose of the election of officers, shall be held at the time of the regular meeting in SEPTEMBER*** to ***The Annual Meeting, which shall be for the purpose of the election of officers, shall be held at the time of the regular meeting in OCTOBER.***

Upon motion for the change by Ms. Miles, 2nd by Mr. Riggs, and no discussion, the change of the date of the Annual Meeting was unanimously agreed upon by the Board.

Public and Closing Comments:

The ongoing concern over parking lot safety at Leland Branch was handed from Mr. Benton to Mr. Riggs.

The Library Budget timeline: final proposal is due on March 14, 2019 at 5 PM. Ms. Tate has the work well in hand.

A brief discussion among Board members about the need for additional space, expansion of library facilities, or relocation to different facilities was informative but led to no new actions.

The next meeting will be April 22, 2019.

Meeting adjourned at 4:26 PM.

Respectfully submitted,

Donna Morgan  
Secretary