



Brunswick County Library Board of Trustees Meeting
July 22, 2019
Brunswick County Emergency Center, Bolivia NC

Call to Order: Meeting called to order by Chairman Sheila Umbricht at 4:05 PM.

Trustees Present: Sheila Umbricht, Brett Riggs, Emma Myles, Gibby Wilson, Lena Butler, Donna Morgan

Also Present: Maurice Tate, Brunswick County Library Director, Diana Fotinatos, President of Friends of the Library Southport and Oak Island, Jeff Mount, Southport Oak Island Kiwanis, and Helen Whittaker, Citizen

Trustees Absent: Ron Benton and Randy Sullivan

Agenda: The Agenda approved as distributed.

Reading of the Minutes of the Previous Meeting: The minutes of the April 22, 2019 meeting were unanimously approved.

Library Director's Report:

1. The Operations Service Department has contracted another lawn company to care for library grounds.
2. Staffing: One branch manager retired and another branch manager is on extended medical leave. Numerous minor illnesses and family emergencies were met with cooperation, flexible scheduling, and generosity from the staff of the libraries.
3. The Computer Services Department replaced all public computers with newer models. The Library budget provided a new copy machine at each branch.
4. The Risk Management Department provided Ergonomics Training for newer staff at each branch.
5. All evaluations were submitted on time.
6. Barbee Branch: the fence has been replaced to meet Oak Island City requirements and a new roof was installed. Erika Doshier, Barbee Manager, was awarded a scholarship to attend the NCLA conference in Winston-Salem this fall.
7. Leland Branch: a power surge blew up the front desk computer and a major grounds beautification program is in the planning stages with Director approval needed.
8. Southwest Branch: a visit by two NC State Library consultants occurred with high approval indicated.
9. The Budget was approved by the County and presented to the Board for review.
10. Summer Reading programs at all branches are funded solely by Friends of the Library groups due to no state funding. Average attendance of 500 in past years increased to 601 for 2019 programs.
11. The NC State Library is scheduling workshops to update its Library Standards Plan. The SE area workshop will be in February 2020, with location to be announced.
12. The Dolly Parton Imagination Library program, partially funded by the NC General Assembly, is managed in Brunswick County by Smart Start. The program, which provides free books on a monthly basis to children from birth to age five, is being promoted by our libraries.
13. The Director is compiling annual statistical and financial reports for the State Library and is handling all cash-counting and receipts reporting to the Finance Department during a staff absence.

Unfinished Business:

In conjunction with Brunswick Senior Resources, Inc. (BSRI) CEO Jim Fish, Leland Library acquired additional speed bumps. The Director will contact the proper department for their installation.

New Business:

1. A Nominating Committee was formed and Gibby Wilson and Donna Morgan volunteered. Trustees were polled for their willingness to serve.
2. A proposed liaison between Master Gardener's and the library branches was presented; discussion about funding and maintenance ensued. A committee to liaise with the Extension Master Gardener Volunteer Association of Brunswick County (BCMGVA) for the care of branch grounds was formed. Brett Riggs and Donna Morgan volunteered to research the proposal and report to the Board.
3. Duties of Trustees and a brief discussion of how the Board can become more proactive and increase community involvement led to Sheila Umbricht, Chair, asking Trustees to review the Duties and report back in October with ideas for implementation to be discussed with the Director.
4. Following a brief discussion, the Trustees unanimously voted to invite a representative from each FOL to attend Trustee meetings.

Public and Closing Comments:

Jeff Mount reported on Chess and Robotics Clubs in Southport public schools. In partnership with Southport Oak Island Kiwanis, Friends of the Library Southport Oak Island funded and scheduled Robotics classes at Barbee. Volunteers from the community will teach the classes.

Helen Whittaker reported on two grants received by the Friends of the Library Southport Oak Island, one from Walmart for computer literacy instruction and another recommended by the Director for a Mobile Memory Lab which will travel to all five branches on a rotating basis. Helen also informed the Trustees of a project for a countywide grant for graphic novels that will provide books, instruction in writing and art for children and teens to create books, and possible binding and presentation of the created books at our library branches.

Diana Fotinatos attended to observe and learn how Friends of the Library Southport Oak Island can partner with other civic organizations and FOL groups to help Brunswick County libraries develop programs and collection enhancements that make our libraries vibrant community centers dedicated to Lifelong Learning. Diana reported meeting with the other County FOL leaders to discuss how to help each other, share resources, and pursue county wide grants.

The meeting adjourned at 4:54 PM.

Respectfully submitted,

Donna Morgan, Secretary

Next Meeting October 28, 2019