

Minutes
Lee County Library Board of Trustees
June 1, 2016

Present were Susan Alexander, Ed Underwood, Ernest Morgan, and Norma Piestrak and Mary Dutton. Director Susan Benning attended. A quorum was present. Dr. Ricky Frazier, Vadrin Colvin-King, Jeff and Hockaday, were absent.

There were not any public comments. The minutes from the May 4, 2016 Library Board of Trustees meeting were presented. Ed Underwood made the motion to accept the minutes as written. Ernest Morgan seconded the motion. The Board voted aye to accept the minutes as written.

The director gave the following report:

A. Old Business

1. The budget for the library as recommended by the County Manager was discussed.

2. The estimate for the rug replacement in one of the rooms was \$1700. It was too late in the budget year to put money for this project so an area carpet for \$69.00 was purchased. General Services to changed that lock on Robert Manzo's office door to a self-locking mechanism.

3. Three staff went to the Evergreen Conference and the library was reimbursed the \$750 we paid for the registrations and parking by a grant. The automation software had a major upgrade on May 25, 2016.

4. The Everyday Book Sale continues to do well. Volunteers are coming to put the books up. The Friends wish to hold an annual sale Sept. 22, 23, and 24 with the preview sale 5-8 pm on Thursday Sept. 22nd for members only.

5. LSTA grant update:

We won the \$5,000 EZ Edge Technology grant and \$2,000 Walmart Foundation grant.

\$5,000 will replace the last 6 public desktops and one replacement monitor.

The \$2,000 Walmart grant will be for filament cartridges for the 3 D printer and SRP performers and materials.

6. Applications for the vacant seats on the Library Board were submitted to the Clerk to the Commissioners.

7. Jordan Minter handled 124 requests for proctoring between June 2015 and end of May 2016. This equates to three weeks of his work year or 6% of his work hours. We have shifted appointments to Tuesdays, Wednesdays and Thursdays.

B. New Business

1. The Lee County Library 5-year Plan was discussed. This document must accompany the State Aid packet in August.

2. New Hire Robert Manzo is doing a great job. He is troubleshooting the tech equipment, doing book orders, and helping draft policies for the tablets. After discussion of the tablet loaning policy,

Norma Piestrak made the motion to approve the policy and Ed Underwood seconded the motion. The Board voted aye.

3. The Evergreen Consortium meeting is on June 14, 2016 in Chapel Hill. The State wants to move the ILS consortium from grant supported to self-sustaining.

4 The director had one meeting with the Friends of the Library (FOL). The voted to purchase a clock for the library, paid for the demagnetizers for the two self-service checkout machines, and some of the Summer Reading Program performers. The treasurer, George Barbour reported the FOL have \$94,000 in assets and \$8700 in checking. The FOL will fund the purchase of new plants for the landscape area in front of the library. There was a \$750 grant they received for plants.

5. In May programming at the library continued including story times, a gardening program, movies, a beekeeping program, adult coloring club, book clubs and eight computer classes. An identity theft program and a genealogy class are being planned in the future.

8. The Board thanked Norma Piestrak for her service on the Library Board and refreshments were served.

With no further business, the meeting was adjourned.

Susan B. Alexander

Susan Alexander, Chair

Susan Benning

Secretary to the Library Board of Trustees

13 Aug 2016

Date

August 3, 2016

Date