

Minutes of the Lee County Library Board of Trustees Meeting
Lee County Library
January 6, 2016

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

The meeting was called to order. There were not any public comments. The Board read the minutes from December 2, 2015, 2015 meeting. There was no discussion. Norma Piestrak made a motion to accept the minutes as written and Vadrin Colvin-King seconded the motion. The Library Board voted aye to accept the minutes.

Library Director Report

A. Old Business

The Director reported seven computer classes have been held. Two computer classes are scheduled for Enrichment Center in January and February. The library is collaborating with the Enrichment Center and will begin the partnership with JobLink NC Works in January. Susan visited NCWorks to make arrangements for the collaboration. The weekly schedule for classes at the library is:

Mondays at 2:00 pm - Basic Computer Classes
Fridays at 10:00 am - Job Development Classes

Andy Evans representative from A&B Enterprises will come train staff for part 2 training on the microfilm scanner and new computer located in Local History in February.

A new security guard was hired for Tuesday and Wednesday nights. He started on January 4, 2016. The library will continue to use off duty City of Sanford police officers. The Director created a notebook of log in sheets, incidents sheets with a copy of job duties.

FaxScan24 cards are available for purchase in the amount of \$2.75 for a two-page fax or patrons can use their own credit card. Patrons can now send an outgoing fax or scan a document to their own email.

The library purchased an additional used 500 Security DVD cases. This saves staff time and being away from the front desk for long periods of time. This method will also reduce repetitive injuries.

The four day grace period ended on January 1st, 2016 The elimination of grace period was needed to be in conformity with the NC Cardinal Consortium. Staff is reminding patrons about the changes and signage has been up for over a month.

The Everyday Book Sale made \$400 in two months. Sales are on target to reach about \$2400 a year. Previously, the Friends of the Library did \$1500 but had costs of renting tables. This

process reduces the amount of time library employees have to spend boxing and unboxing materials.

A. New Business

Staff have been enforcing the internet policy and it is much easier now that the public access computers are out on the main floor.

The Director discussed a need for a policy to loan early childhood literacy Launchpads out for a period of one week. Following discussion, Dr. Jeff Hockaday made a motion motion to approve the Lauchpad loan policy. Mary Dutton seconded the motion. The Board vote aye.

Nathan won a \$750 scholarship to attend the Evergreen (NC Cardinal) conference in Raleigh. With Raleigh being so close, he did not want to stay at the hotel. Lee County Library obtained permission to use \$750 for conference registrations so more staff will be able to attend.

This month the library purchased 9 new computers for the public access computer area with the additional State Aid funds \$7800 given to Lee County Library. The library also purchased 5 Playaway Launchpads. \$4500 additional e-books, and an art hanging system for teen artwork.

The Director reported fewer problems with smokers out in front of the library since the new ordinance went into effect. The county will provide new signage.

The library submitted one Capital Improvement Project (CIP) for a new library to keep it on the list. This CIP project if approved would include writing a Rural Development library grant in the amount of \$500,000 and raising \$500,000 in local donations.

The Edge Technology Initiative group is doing a survey. Because Lee County Library was selected to have external stakeholders interviewed as well, the interviewer will be asking for the names and contact information of people the Director believes would best be able to speak about the library's place in your community over the past couple of years. The Director asked several Board members to participate.

With no further business the Board adjourned.

Susan Alexander

Susan Alexander, Chair

Susan Benning

Secretary to the Library Board of Trustees

3 Feb 2016

Date

February 3, 2016

Date