

Minutes
Lee County Library Board of Trustees
November 2, 2016

Present were Susan Alexander, Bill Cline, Jeff Hockaday, Sue Porr, Mary Dutton, Ernest Morgan and Susan Benning. Dr. Ricky Frazier was present. Bill Tannenbaum was absent.

The meeting was called to order. There were not any public comments. The minutes of the October 2016 Library Board meeting were read. There were no changes. Jeff Hockaday made a motion to accept the minutes as written. Mary Dutton seconded the motion. The Board voted Aye.

Committee Report

A committee met to discuss names of officers for next year 2017. Jeff Hockaday and Susan Porr of the committee announced the list of candidates for the chair and vice chair positions to be Susan Alexander and Mary Dutton respectively. The Board will vote at the December meeting.

Director Report

Old Business

1. The ceremony for the new dedication for the new tree on October 12th in honor of Marc Sherrod was held and some books were donated to the library about trees.
2. The changed to a Hosted Proxy service is in progress. This will allow these existing proxy servers to be customized by individual libraries. This means libraries can use the server to access locally licensed resources and to use local authentication methods such as a user's library card number and PIN, Some of the benefits of this service include more seamless access, same log in and PIN, and easier adding/removing of licensed databases.
3. Patrons have seamless remote access to both NC LIVE and non-NC LIVE resources from your library's website, using one familiar library-branded login prompt for all resources. Patrons' login information can be checked directly against the library's ILS system or other data source. Library staff can add, remove, or alter stanzas for licensed resources without waiting for technical support. The library is close to having this process completed.
4. The Director discussed the proposed collaboration with the Lee County School system. Board members reviewed copies of the draft documents: the Memorandum of Understanding (MOU), the information and opt-out letter, the promotional color flyer, and a newsletter article about this statewide project from the Randolph County Director. I have a meeting with the School Superintendent, Dr. Andy Bryan on November 14, 2016 at 2:30 pm. to discuss this project. There is no cost to the schools except for the provision of the database. If the School Board approves this initiative, it would go live with the new school year in August 2017. Parents can opt out and that student's ID would not be put on the list. Students would have access to all of the library's databases on NC LIVE, the \$200,000 of e-books (funded by the NC General Assembly), all the e-books the library has as part of E-Inc. as well as the physical books the library has in the building. After discussion and questions, Bill Cline made a motion for the Director to present this draft to the School Superintendent and School Board. Ernest Morgan seconded the motion. The Board voted Aye.
5. The FOL have agreed to buy the library a laminator. The library has not had one in over 10 years.

6. The Director has been working on the 2.0 version of the website. The Director took a webinar on October 7th on design of websites and attended some workshops. The deadline for the website redesign is end of December.
7. The self-service kiosks are now available for use running on Windows. Instructions have been placed by both machines.
8. The Literacy Council has all of their documentation in place and can now apply for grants. The Director is on the Executive Board and identified about 20 grants the nonprofit was eligible to submit an application.
8. The skylight did not leak during Hurricane Matthew. General Service paid the Charlotte company \$2500 to fix the skylights and exterior window leaks the week before the storm.
9. Robert and the Director are still working on the new questions for the local High School Quiz Bowl and the Regional Quiz Bowl to be held next year. Robert is doing the practice and questions for the Regional Quiz Bowl. The Director is doing the practice and final questions for the Local Quiz Bowl. The date for the local Quiz bowl is Saturday January 28, 2017 9:30 am – 1:00 pm. The date for the Regional Quiz Bowl is Saturday April 29, 2017 9:30-1:00 pm. The Presbyterian Church is kindly letting us use their auditorium. The library is seeking volunteers for 2 rotational officials, 3 judges, 1 Quiz Bowl Authority, 2 scorekeepers, 2 timekeepers for the three Quiz bowl events.

B. New Business

1. The library has some issues with connectivity with both the Wi-Fi, staff and public pcs involving the firewall causing the DNS server for some internet traffic not to be recognized. This was different from the hackers which caused a similar problem on the internet the last few weeks. IT has done a workaround and is monitoring the situation.
2. The tablets purchased are now ready to be checked out for in library use. The Board read the tablet loaning policy. After discussion and questions, Jeff Hockaday made a motion to accept the tablet policy as written. Mary Dutton seconded the motion. The Board voted Aye.
3. The new state Library consultant, Johnnie Pippin will be visiting soon to do an annual survey of Lee County Library.
4. Bill Cline and Dot Dowdy asked if Lee County Library could send some donated books to the Fayetteville Library which was flooded during the hurricane. The Director was in contact with the Director who said clean-up efforts are continuing and a donation at this time was not needed. She said she would pass on the information to the Friends.
5. The NC History Quiz bowl held in partnership with the Museum of the Cape Fear will be held on Tuesday May 16, 2017 from 6:30-8:30 pm at the First Presbyterian Church. The participants from 2016 said they would do it again in 2017.
6. The Director asked the Board for input for the 2017-2018 budget year. The Board was in consensus to submit a new public library as an item on the proposed Capital Improvement Project (CIP) List as has been done for several years. The director also wanted direction on whether to submit a CIP request for improved security for the library to include two keypad style boxes for employee ID card door and a new camera system. The Director will check with Kyle and get some estimates on this to bring to the next meeting to be included on a CIP project for next year's budget.

7. According to the Five Year Plan approved in August 2016 and sent in with the State Aid packet, the bylaws should be reviewed every 3 years. The bylaws were last done in 2011. The bylaws were not reviewed in 2014. County Attorney Whitney Parrish advises all previous versions of the Bylaws approved must be kept. If subsequent bylaws are revised and approved, what remains unchanged in the prior bylaws still remains in effect. A committee was formed including Sue Porr, Bill Kline, and Mary Dutton to review bylaws and current NC General Statutes and to report back to the full Board. County Attorney Whitney Parrish will get an answer about the provisions of the Ordinance.

8. A copy of the monthly Safety Report was given to the Board members. The library has gone over 20 years without an accident.

Upcoming Programs

Children's story times are Wednesdays and Thursdays at 10:00 am and 11:00 am respectively each week in November except for the week of Thanksgiving.

Nov. 5th Master Gardener program 10:30-11:30 am

Enrichment Center info exchange Nov. 14th 9:00-11:00 am

Ancestry class Nov. 15 10-11:15 am

Grant writing class Nov. 3rd and Nov. 17th 9:30 am

Introduction to Master Gardening Sat. Nov. 5th 10:30 am

With no further business, the regular meeting was adjourned.

Susan Alexander

Susan Alexander, Chair

Susan Benning

Secretary to the Library Board of Trustees

7 Dec 2016

Date

December 7, 2016

Date