

ALAMANCE COUNTY LIBRARY COMMITTEE

Annual Meeting
May Memorial Public Library

Tuesday, February 21, 2017
2:00 pm

Minutes

Present: Bob Byrd, Hiroko Solari, Courtney Doi, MJ Wilkerson

Staff Present: Jason Rogers, Terri Lamm

Absent: Amy High, Mike Cross, George Byrd, Jo Grimley, Christine Quigley

The meeting was called to order at 2:12 pm by MJ Wilkerson.

PUBLIC COMMENTS: There was no public comment.

APPROVAL OF MINUTES

There was no quorum, therefore the minutes from the November 2016 meeting could not be approved.

REPORT OF DIRECTOR:

- MJ introduced Jason Rogers, the new Associate Director of Community Relations. Jason told the members a little about himself.
- Board members received a copy of Alamance County's Strategic Plan, called Vision Alamance. There are 5 pillars to the County's Strategic Plan. As County Commissioners make decisions, they will weigh how the decisions will support the 5 pillars. The pillars are: 1) Preserving Agriculture; World Class Education; Smart Growth and Development; Public Health and Safety; Government Accountability and Resource Management. As department heads write their performance management goals they need to align their goals to support one or more of these pillars.
- Performance Management Goals for fiscal year 2017-2018 have been drafted. They are:
 - Alamance County Public Libraries will design and begin implementation of a volunteer based technology, education, and mentoring program designed to provide one-on-one instruction for specific computer or technology topics. In year 1 a volunteer workforce will be established through an application/ interview process. Eight volunteers will receive training and instructional materials from library staff. Schedules will be developed and the program marketed to the public. Year 2 (FY '18-'19) will see the implementation of the program with a minimum of 5 one-on-one sessions per month at each branch for a total of 15 monthly sessions. (*World class education; Smart growth and development*)
 - Alamance County Public Libraries will train a minimum of 2 staff members to serve as facilitators. Certification will be dependent on participation in a showcase of learned facilitative skills centered on a topic of interest to the community. Each participant will host a minimum of one community discussion program as part of the showcase. Service providing facilitators will be marketed to non-profit, educational, and government agencies as well as other local businesses for their use. (*World class education; Public health and safety*)
 - Alamance County Public Libraries will implement a program offering one-on-one consultations to the public for help with job searching, resume writing, and other career development needs. A minimum of 4 per month will be offered at May Memorial, Graham Library and Mebane Library. (*Smart growth and development; World class education*)

- ACPL will provide four programs for the nonprofit community introducing the resources available in the Nonprofit Resource Center. In addition, ACPL will provide one-on-one appointments tailored to the needs of specific organizations. (*Smart growth and development; World class education*)

Bob Byrd asked how each goal supported the pillars. There was some discussion on what the pillars actually stood for. MJ, Jason and Bryan Hagood will talk about which pillars each goal pertains to as they go through the budget process.

- Bob asked about the progress of the Strategic Plan. The next step is to work through the same process the Steering Committee has gone through with all library staff on Staff Development Day, scheduled for Friday, February 24, 2017.
- MJ asked Board members to sign up for a date to speak during the public comment section of the Alamance County Board of Commissioners board meetings. She handed out a sign-up sheet with dates and times for the those meetings and asked that Library Board members call or email her about a time they would like to speak. MJ will work with each member on the subject they want to talk about. She asked the Library Board to go to these meetings throughout the year, not just at budget time. They should be willing to talk about some of the services that the library has. Bob asked if MJ was at the Commissioners' Meeting last night. He said there was a PART rider that spoke about taking this transportation to Chapel Hill from Mebane for work. Bob said she really put a face to the service. She talked about how important the service is to her and said she had trouble getting a seat on the bus, even though she arrives at 6:20am for a 7:10am bus.

UNFINISHED BUSINESS

- There was no unfinished business.

NEW BUSINESS

- MJ handed out the Library's budget request for FY2017-2018 that she will present to the County Manager and Finance department. It listed line items and how much she wants to increase and decrease. MJ discussed why she wants to change the amount of certain line items. Most of this budget is in line with last year's, with a few exceptions.

FUTURE MEETING DATES

May 16, 2017 (May Memorial)	2:00 pm
August 15, 2017 (May Memorial)	2:00 pm
November 14, 2017 (May Memorial)	6:30pm for a meal and meeting.

The meeting was adjourned at 3:04 pm