

## ALAMANCE COUNTY LIBRARY COMMITTEE

Meeting in person and via Zoom

Tuesday, May 9, 2023

12:30pm

Minutes

**Present:** Logan Savits, Jessica Simmons, Kim DiMuro, Paula Hendricks

**Via Zoom:** Courtney Doi, Bonnie Whitaker, Shannon Witherow

**Staff Present:** Susana Goldman

**County Commissioner Representative:** Pamela Thompson (not in attendance due to schedule conflict)

**Absent:** Angeline Hill, Lorna Nelson

**TPUBLIC COMMENTS:** There was no public comment.

### APPROVAL OF MINUTES

### REPORT OF DIRECTOR:

- The Library Committee has four member's with terms ending on June 30th.
- Library has 8 vacancies, including some key ones that mean a lot of extra work for the Director
  - Branch Manager (MM)
  - Assistant Director
- Local History & Genealogy Library positions has been reclassified to Emerging Technologies Librarian to meet increasing demands for technology access, classes, and assistance.
- The May Memorial Reference department vacancy will include responsibilities with the local history/genealogical speciality tied to it.
- Budget - County budget presented to Commissioners next week.
  - Public hearing first Monday in June (5th).
  - They vote on it the 3rd Monday in June (19th).
- New BookMARK van has been delivered. Preparing it now for service. Will get it wrapped. Launched by end of summer. The name of the services will change from the Mobile Cafe to the BookMARK, which stands for Book **M**obile **A**ccess to **R**eadng and **K**nowledge.
- Branch projects previously discussed:
  - Graham staff work room - completed
  - Mebane is getting quotes for the flooring replacement in the meeting room.
  - May Memorial Partition wall to create a new meeting room is getting quotes.
  - North Park Discovery Lab flooring is down. Equipment should be installed this week. Hopefully it will be operational by the end of this month.
- Summer Reading is June 11 - August 12. The theme is Find Your Voice. Lots of programs are on the calendar for what we expect to be a busy summer.
- We are changing some of our resources:
  - We are adding one new resource. Electronic access to Value Line Online, changing our subscriptions from print to electronic access
  - Dropping a vendor that helped with digital signs.
  - Dropping Tumblebooks, but keeping ABC Mouse since it is more popular.
- Patrons are back - we are seeing an increase in participation in programs across all branches.

- North Park funding - Last year we asked for the full amount we are allowed to ask for. That is \$15,000, we are asking for this amount again.
- We are in the budget cycle for the County right now. The library requests this year are, basically, all staffing related. Requests include: Staff-related requests consists of fixing 2 positions. These positions have had the incorrect salary grade.
  - And to make 2-30 hour per week part-time staff into 2 full-time positions. This increase is a very small increase in salary and benefits.
  - Other changes are small and within the operating budget. Some of our contracts have gone away because we are no longer paying for certain resources that weren't being used. This savings will be moved into other line items that weren't covered enough. It is revenue neutral.
  - An increase in the materials' budget. Some of that is also revenue neutral for example, we are moving away from our lease plans for materials ordering and moving that budget expense into regular book budget lines. The materials budget is slowly increasing to get back to what it was pre-housing market crash, which was around \$300,000. Currently, we have worked our way back to around \$250,000. Susana reminded the board that when we do have special projects, 99% of the time, they are grant or special monies funded.
  - We don't, typically, ask for capital improvement projects monies. Like with the new vehicle, it was funded through a grant.

#### **UNFINISHED BUSINESS:**

- List of Books provided by Paula Hendricks
  - The list of books entitled Krause book list was submitted to the Library Committee by Paula, discussion ensued surrounding the titles on the list and the responsibilities of the Library Committee to assess their availability in the library's collection. Questions were asked about finding the titles in the catalog and whether the catalog would provide an accurate accounting of whether the library owns these items. Susana responded that all items we provide for patrons are in the catalog and would be a result from a search, it is not possible for patrons to check them out otherwise. Discussion ensued surrounding the possibility of getting staff to review the list and provide the Library Committee with an accounting of whether we have the titles in the collection. Since there are over 800 titles on the list, the amount of time this would take from staff when the library is already short staffed was discussed. The role and responsibility of the concerned patron vs. library staff when challenges occur was discussed. The role and responsibilities of the Library Committee was discussed. After lengthy discussions on mentioned topics, it was decided that the responsibility of the Library Committee did include the review of library policies. So it was decided that the review of the ACPL Materials Selection Policy be moved from the scheduled May 2024 day to the following Library Committee meeting.

#### **NEW BUSINESS**

- Logan brought the date and time of the November meeting for discussion. There is a leadership conference on the 14<sup>th</sup> that would include Susana, Logan, Bonnie and Commissioner Thompson that is out of town. Should it remain November 14 or should it be changed to November 7? Should it remain at 6:30pm or should it be changed to meeting at 12:30pm? Meeting date change: Kim made motion to accept 11/7 at 6:30pm and Jessica seconded. Motion was approved.

**FUTURE MEETING DATES**

August 8, 2023 at 12:30pm

November 7, 2023 at 6:30pm