

ALAMANCE COUNTY LIBRARY COMMITTEE

Annual Meeting
May Memorial Public Library

Tuesday, November 15, 2016
6:30 pm

Minutes

Present: Amy High, Bob Byrd, Shirley Beyer, Hiroko Solari, Mike Cross, George Byrd, Carolyn Allen, Jo Grimley, Courtney Doi, Christine Quigley, MJ Wilkerson

Staff Present: Michelle Mills, Susana Goldman, Terri Lamm

Absent: Mary Dingeldein

The meeting was called to order at 6:30 pm by Mike Cross.

PUBLIC COMMENTS: There was no public comment.

APPROVAL OF MINUTES

Minutes from the August meeting were presented for approval. Minutes were approved and seconded as amended.

REPORT OF DIRECTOR:

- Outgoing Library Board Trustees Shirley Beyer, Carolyn Allen and Mary Dingeldein were recognized for their service to the Library Board.
- The Board has two new members: Christine Quigley, representing Graham, and Courtney Doi, representing Mebane. Christine has been a resident of Graham for 20 years. She graduated from UNC Chapel Hill. She has 2 daughters and her husband recently retired from NC Highway Patrol. Courtney is an English instructor at ACC. She has been in Mebane for about 7 years.
- MJ handed out folders for all board members that include pertinent information regarding the library and the role of the Trustees. Trustees should serve as advocates for the Library and its services, as well as educate people about what goes on in the library.
- MJ reviewed the current 2016/2017 fiscal year budget and answered various questions. Next fiscal year's budget will be due sometime in mid-February. MJ said next year's budget will probably look much the same as this year's as she will try to hold increases to a minimum.
- In discussing the advocacy role of Trustees, MJ shared that she will ask them to attend County Commissioners' meetings on a regular basis so they can speak during the public comments time on either a specific Library service or an anecdote about the library. She will work with the Trustees and provide talking points if needed.
- MJ reviewed the statistics report for 2015/2016. These figures included how many programs were offered, how many people attended those programs. MJ pointed out that there are only 17 people on staff that offer programs. So, those 17 offered over 1,700 programs for that fiscal year. Trustees also learned how many visitors came through the doors and how many items they checked out, among other statistics. Job/career programs and technology programs are now being tracked for use by the State Library of North Carolina. Questions were asked about some statistics. MJ and Michelle explained how we tried to have staff focus on the quality of programs rather than the quantity of how many were offered, making sure they fit with our focus of access, literacy and education. MJ explained that the role of the Associate Director of Community Relations is to be out in the community creating partnerships with agencies, not only to bring people to the library, but for the Library to expand outside the four walls. Michelle has been very successful in doing that.

- Michelle gave a quick update on Strategic Planning. Dr. Chow has interviewed various community leaders as well as facilitated some focus groups. He is currently facilitating staff focus groups and community forums. Postcards asking to complete a survey will be mailed to around 500 people before Thanksgiving. The deadline for completing the survey is December. After that, Dr. Chow will gather the data and begin putting together a strategic plan. Courtney Doi volunteered to be a representative for the Library Trustees on the Steering Committee.

UNFINISHED BUSINESS

- There was no unfinished business.

NEW BUSINESS

- Election of new officers – after some discussion, Mike Cross agreed to stay on as Chair. Jo Grimley will remain vice-chair, the logic being that this will give new members time to become comfortable with the workings of the committee. Motion was made and seconded. Mike and Jo are scheduled to rotate off the Committee next year.
- Bob Byrd talked about having a strong partnership between the school system and the library to keep the students plugged in. MJ discussed a study done by Yale University that showed that people who read are healthier. They live longer and are better educated.
- After a discussion of meeting time and dates it was decided to move the meetings to 2:00pm, but keep them on the third Tuesday of the month.
- MJ will sent out updated contact information and 2017 meeting dates for everyone to put into their packets.
- The new board got together for a picture. This will go onto the County website. MJ will send a list of the new board members to Tori at the County Manager’s office.

FUTURE MEETING DATES

February 21, 2017 (May Memorial)	2:00 pm
May 1 , 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 7:38 pm