

WATAUGA COUNTY LIBRARY BOARD MEETING - DRAFT

Minutes

Thursday, May 5, 2022 (HYBRID)

1:30 pm

Present: Via Zoom: Cheryl Angel, Scott Elliott, Roberta Jackson, Margaret Love, and Melony Winkelmann
In person: Billy Kennedy

Present for the library: Monica Caruso (Watauga County Librarian), Jane Blackburn (Appalachian Regional Library Director), Tammy Holston (Finance & Personnel Director)

Guests: Lisa Harding via Zoom, Whitney Jones, both of Whitney Jones, Inc., Bettie Bond, Bill Dixon, Appalachian Architecture

Absent: Sandra Basel, Carol Deal, Natalie Harkey, Laura Johnson, Max Ruthless, Patricia Swartzbaugh

1. Call to Order & Welcome

Jane Blackburn requested a volunteer to chair the meeting in Sandy's absence. Billy Kennedy called the meeting to order at 1:34 p.m.

2. Approval of Minutes – Meeting from March 3, 2022

Cheryl Angel made a motion to approve the minutes from the March 3, 2022 meeting. Margaret Love seconded. The minutes were approved.

3. Correspondence and Communication - None to report

4. Report of Watauga County Public Library – Monica Caruso (*See attached for details*)

Monica announced several upcoming events:

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| May 6, 10:00 a.m.-2:30 p.m. | The library will host a blood drive |
| May 12, 6:00 p.m. | Dr. Eric Plaaq will present his new book, <i>Remembering Boone</i> |
| May 26 | The Summer Reading Program kicks off with an ice cream social. The theme is "An Ocean of Possibilities". |
| June 6, 5:30 p.m. | Heritage Day (part of Boone 150 Celebration. There will be a cider press, take and bake kits, cornhusk dolls, and other heritage activities) |

Monica also provided an update on the Five Year Plan. She reminded the Board that there is a need for lots of assistance ensuring the success of the expansion project, including committees, focus groups, etc.

She mentioned that the staff morale committee has been active in April, with National Library Week acknowledgements and staff surveys. The Professional Standards Team are looking into codes of ethics for staff, trustees, and volunteers.

Monica said that library staff are exploring ways to partner with schools to avoid duplicating services. Dr. Elliott clarified that Watauga County Schools would like to get school-based media specialists and librarians more involved with public library resources, and recommended Watauga High School librarian Dana Ramseur.

5. Report of the Regional Director – Jane Blackburn (*See attached for details*)

Jane Blackburn reported that all positions are currently filled. All three county Boards of Commissioners have approved Inter-Local Agreements. \$2 million in State Aid funding is still awaiting disbursement throughout NC. In general, revenues over expenses are good. Fines and fees have continued to exceed budgets in all three counties.

Jane also mentioned that library staff are applying for another LSTA grant requesting \$5,000 for each county. The grant application has rolling application deadlines, with May 13th being the next submission. Library staff will know in two weeks if the grant is awarded and will have until September to spend funds.

6. Report of the Friends of the Library – Melony Winkelmann

Melony Winkelmann reported that membership has risen to almost to 300, with the book sales being a major driving force for memberships.

Potential book donors can email wataugacountyfol@gmail.com to donate books.

The Friends are already making plans for holiday cheer. Hospitality Chair Phoebe Pollitt will organize Cocoa and Cookies after the Boone Christmas parade on Saturday, December 10.

Pat and Mary Sue Morgan are retiring from the Reading & Rolling program. Laura Johnson has agreed to take their place. The Friends of the Library have approved Monica's wish list for next year.

The book sale on 4/28-30 earned \$3,644.84 in book sales. The next book sale will be July 14-16. The Friends currently has \$42,175.21 in the bank.

7. Report of Western Watauga Branch – Cheryl Angel

Cheryl Angel reported that security remains a topic at Western Watauga, due to several factors. Because of its location, the senior center closes at 4 while the Library remains open. The WWB had a panic button installed under the front desk and staff and volunteers are looking at adding security cameras. Membership is over 60, with several new life members. The final major patio furnishings have been delivered and are being used. The dementia support group has sponsored memory maker kits for the collection and they will be cataloged. There are 10 different themes to choose from and will be used to elicit memories and start conversations for those with dementia (e.g. "In the Mountains", "Tools and Construction", "At the Movies", "Vacation", "the Farm...") Each kit has sensory items, games, and a music CD. Dementia support received a \$5,000 grant.

Friends of the WWB have put together a summer schedule which includes Amazing AI magic show, gem mining, fossil museum, free swim passes to pool, and NC Zoo passes.

8. Old Business – None to report.

9. New Business –

Carol Deal and Billy Kennedy are up for re-appointment, agreed to the appointment, and were re-appointed by acclamation.

There is still a need for a new regional board representative.

Building Expansion Proposal:

Jane Blackburn presented the proposals for the Watauga County Library expansion. She cited the need for engineering surveys and site planning, studying historic district regulations, and creating a conceptual design and steps. Discussion ensued about how to approach the project. Jane requested that the Watauga County Board of Directors recommend from the Appalachian Regional Library Board that \$80,000 be released from the building fund for these initial expenses.

A building committee with board members, volunteers, staff, and Town of Boone representatives will need to be assembled, and programming determination vs. engineering considerations will need to be balanced.

From start to finish, these planning and research steps would take approximately two months.

Billy Kennedy made a motion to recommend that the regional board allow WCPL to spend a portion of the building fund. (programming, municipal engineering, historical engineering, etc.)

Scott Elliot seconded the motion. Motion passed.

Billy Kennedy made a motion to recommend contracting with Appalachian Architecture, P.A., contingent on approval from the Appalachian Regional Library Board. Margaret Loved seconded. Motion passed.

Billy Kennedy made a motion to approve intent to engage municipal and soil engineering contracts after the cost estimates are collected. Roberta Jackson seconded. Motion passed.

Whitney Jones mentioned a 90 day campaign feasibility study to raise up to \$6 million. His firm will work with the campaign planning committee to form a prospect list of somewhere between 40-50 prospects. They will select 25-30 people to interview confidentially asking people how they would respond to this project. He clarified that this survey would determine the probability of giving, not actually asking.

Margaret Love made a motion that, contingent upon a legal way of moving funding to the Friends of the Library for the feasibility study and fundraising strategy, that the Friends of the Library would contribute \$25,000 for the purposes of this project. Billy Kennedy seconded. The motion passed. Jane was going to ask Deron, the County Manager about this.

Final Other Business

Monica mentioned that the state library system is holding a webinar for trustees on May 18 from 1:00-2:30 p.m. and encouraged Board members to join in.

It was mentioned that there needs to be a nominating committee for the slate of officers – Chair, Vice Chair, and Secretary. The slate will be presented in the July meeting and voted on in September. Margaret agreed to continue as Secretary.

10. Adjournment

Billy Kennedy motioned to adjourn the meeting. Melony Winkelman seconded. The meeting was adjourned at 2:57 p.m.

Respectfully submitted,

Margaret L. Love