

Durham County Library
Board of Trustees
Minutes
March 21, 2005 (called meeting)

Present: Lionel Parker, chair; Ken Berger, Elsa Woods, Jon Miller, Marian Andrews, Bessie Carrington; Philip Cherry, Library Director. Absent: Richard DeGiacomo, Bob Otterbourg, Mary Tenuta

The meeting was called to order at 7 p.m.

The minutes of February 21, 2005, were approved as submitted.

Communications:

- Philip Cherry read a letter from Bob Otterbourg complimenting the new format and content of the *Best of Friends*, the Friends' newsletter.
- Philip Cherry circulated a laudatory letter from a patron, written as a result of Love your Library month in February.
- Ken Berger noted that the Library website has substantially improved. It will be combined with the online catalog into an Integrated Library System (ILS) in the next software upgrade from Dynix.
- Philip Cherry reported the Hispanic services outreach team has been invited to participate in a conference at the University of South Carolina Library School on May 20.

Finance:

The proposed job description for the grant writer position has been sent to Human Resources. Currently, job announcements have been postponed until the new SAP systems are in place; Philip Cherry hopes the freeze will be removed soon. The Library's proposed budget for FY2005-2006 was submitted March 21, 2005, Approved by the Finance Committee, the priorities are:

- Staffing - increased staff for East Regional, a new facility
- Technology - matching funds for projected LSTA grant for Dynix upgrade
- Collection development - new collections, new formats and catch-up for lag years
- Marketing - support for programming
- Maintenance and security of facilities
- Staff travel and training - train staff at new Regional and prepare for ILS
- Programming for adults and children.

The amount requested is a 23% increase in County funding. The Library will present its budget at an internal meeting with the County budget office on April 4. Further comments will be heard at Board of County Commissioners work sessions May 3 1 -June 17. Another public hearing will be on June 6, with final budget approval scheduled for June 27, 2005.

Lionel reiterated the importance of emphasizing the benefits brought to the community by the Regional libraries as cultural and educational centers for children and adults. Philip pointed out that the budget meets five out of eight community outcomes outline in the Results Based Accountability Program.

Committee Reports:

Facilities and Standards: the Committee will meet April 5 to consider final recommendations for the programming section in the new revised Standards. Then Board members will be sent final copies of the revised document for consideration at the April 18 meeting.

Policies: Philip Cherry presented a proposal, which was moved and accepted, to amend the fines and fees schedule as the following changes to the existing schedule:

- Increase the fee for room reservations, when food is served, from \$10 to \$25 to cover cleaning costs
- Limit the number of puzzles circulated to four per card

A motion was moved and seconded to accept the new proposed Naming Policy.

Friends of the Library book sale will be held April 1-3. About 50 people attended the Annual Meeting,

The meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Bessie Carrington, Secretary