



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Library Commission Meeting Minutes July 13, 2015 6:00 P.M.

ATTENDANCE ~ Frances Thomas, Chairman, Nancy Allen, Co-Chair,
Tammy Sollenberger, Donna Morgan,

COMMISSIONER LIAISON: Mary Stilwell

STAFF: Pamela Bellina, Administrative Assistant

I. CALL TO ORDER

The regular monthly Library Commission Meeting was held at City Hall on July 13, 2015. Chairman Frances Thomas called the meeting to order at 6:02 p.m.

II. APPROVAL OF AGENDA

A motion was made by Donna Morgan and seconded by Nancy Allen to approve the agenda as written.

Motion Carried 4 - 0

III. APPROVAL OF MINUTES

A motion was made by Donna Morgan and seconded by Tammy Sollenberger to accept the May 11, 2017 minutes as written.

Motion Carried 4 - 0

IV. PUBLIC COMMENT ~ None.

V. OLD BUSINESS

a. Venus Fly Trap / Book logo

The Commission discussed the logo which Tammy Sollenberger's sister-in-law created for the Committee and where/when they would use it.

A Motion was made by Donna Morgan and seconded by Nancy Allen to adopt the logo as the official Boiling Spring Lakes Library Commission logo.

Vote: 4 - 0

b. Shelf Sponsorship

Donna provided the members with the previously discussed shelf sponsorship policy. Commissioner Stilwell verified that she did have Jeff Repp approve the policy and requested that Frances bring copies to the next Board of Commissioners' meeting for each member of the Board and to discuss it during her report. Commissioner Stilwell stated she will sponsor a shelf and will speak with the people running for office about sponsoring a shelf. Nancy will put the sponsorship program on the Library's Facebook page.

A Motion was made by Nancy Allen and seconded by Tammy Sollenberger to adopt the Boiling Spring Lakes Library Commission Shelf Sponsorship Policy.

Tammy noted a typo on the last line of the first paragraph and the Commission agreed to remove the word "are." Donna will fix typo prior to circulating the policy.

Vote: 4 – 0

c. The Little Free Library at Muse Park

Donna spoke with Megan Hanson who is the Community and Online Engagement Lead for the Little Free Library organization. She also spoke with Donna Mooneyham, a teacher from South Brunswick High School whose class built the box.

The Little Free Library box located at Muse Park still has a registration number however the Little Free Library has not been publishing it on their website because there is no longer a sponsor. To be a sponsor a person has to agree to sponsor the box and provide an address to the Little Free Library. A sponsor's responsibility is to monitor the box. Donations are accepted by the Little Free Library to keep the website up and running, to help publicize locations of boxes and to send construction plans to people who want to build a Little Free Library box. The Commission discussed sponsoring the box at Muse Park and have agreed to become the sponsors. Commissioner Stilwell suggested putting the paperback books into the Little Free Library box. The Library Commission discussed if they wanted to make a \$25 donation to the Little Free Library organization.

A Motion was made by Donna Morgan and seconded by Nancy Allen to become sponsors of the Little Free Library located at Muse Park and to donate \$25 to the Little Free Library organization.

Vote: 4 – 0

d. Photo of the Committee

The members gathered in the Library to have a photo taken of the group.

e. Library Cart and Stamp Purchase ~ update

Nancy Allen advised that the library cart was purchased through Amazon and she brought it to the Community Center. Frances stated that the cart had been assembled and is currently being used and she had provided two baskets for the cart. Commissioner Stilwell advised that Mary Green loves the library cart.

Nancy advised she purchased an ink pad from a craft store; however, the ink did not dry fast and smeared. Nancy brought to the meeting her own ink pad which is older but still had ink which they could use to stamp the library books.

Commissioner Stilwell donated two books for the children's library as well as a Tess Gerritsen book which author is not currently in the library. Tammy Sollenberger also donated quite a few books – children's books and novels. Nancy also suggested marking the books with the date it was acquired. The Commission discussed keeping a list of people donating books and sending thank you notes for donations. Commissioner Stilwell will ask her friend, County Commissioner Frank Williams, if he would donate his book *After the Republic* to the library.

Frances discussed with the members the two donation calls received recently. Nancy offered to take over the book donation calls for the time being.

f. Fundraising:

1. AmazonSmile ~ Tammy Sollenberger researched AmazonSmile and found it to not be a viable fundraising option the Library Commission could use.

2. GoFundMe ~ Tammy Sollenberger also looked into GoFundMe and advised that it is not a fundraising avenue the Library Commission could use.

3. Reid Keyes, owner of the Boiling Spring Lakes Farmer's Market, has offered free rental space to the Library Commission. The Commission discussed how many days the market was open and what days they could hold book sales. Tammy Sollenberger suggested they start selling books soon and was willing to volunteer her time at the market.

Commissioner Stilwell suggested the Commission members speak with the Special Events Committee about setting up a booth at the Haunted Hayride to sell books but gear the booth toward children. She was sure the Special Events Committee would be more than happy to have them.

Commissioner Barbara Glidden arrived at the meeting.

g. Barnes & Noble Book Fair book credits ~ update

Frances Thomas advised the members that they have a \$46.69 gift card representing the books credits received from the Barnes & Noble Book Fair the Library Commission hosted. The members discussed what they would like to purchase with the gift card and it was agreed, at a previous meeting and at this meeting, that children's books would be purchased. Frances Thomas also mentioned the Library Commission received their discount purchasing card which could be used to purchase books and would give them a discount. The bill would go directly to

City Hall and would get paid from the Library Commission budget. Frances Thomas will hold one card and Nancy Allen will hold the additional card.

Frances also reminded the members that there was \$35.71 from the book sale at the Spring Fling event to purchase books which makes a total of \$82.47 to spend on children's books.

h. Mission Statement

Nancy Allen read the Mission Statement and the members discussed removing a few words. The Mission Statement was finalized as follows:

The Library Commission seeks to bring a Public Library into the City of Boiling Spring Lakes providing adults and children the opportunity to read for pleasure and to grow their potential through the use of books, information technology and other means.

A Motion was made by Nancy Allen and seconded by Donna Morgan to adopt the Mission Statement as noted hereinabove.

Vote: 4 – 0

VI. NEW BUSINESS

a. Paperback books and rack

Frances Thomas donated two large wood bookshelves to the library thereby expanding the space for more library books. The paperback book rack was removed from the library and is being stored upstairs at City Hall. The Commission discussed whether to continue to carry paperback books in the library or to have them in one section and decided that the paperback books can be used at The Little Free Library. Tammy Sollenberger requested to add to the survey something about paperback books in the library. The members discussed donating the paperback book rack to a thrift store.

This matter has been tabled until September for future discussion.

b. Banner

The former Friends of the Library committee gave to the Library Commission a banner which they had. Commissioner Stilwell suggested a member bring the banner to Brandall for a quote on re-lettering. Nancy volunteered to take the banner to Brandall and email the quote to the members. The quote will be voted on at the next meeting.

A Motion was made by Donna Morgan and seconded by Nancy Allen to take the banner to Brandall for a quote on re-lettering, email the quote to members and to discuss the quote at the next meeting.

Vote: 4 – 0

c. Maintaining Priorities

Commissioner Stilwell cautioned the members to not add too many items to their agenda and to concentrate on completing the tasks they have set so as to not overwhelm themselves.

VII. ANNOUNCEMENTS

The members discussed the resignation of Joan Roberts and how much they appreciated all of her hard work while on the Committee. The library looks as good as it does because of all the time and effort she put into it. An ad will be placed in the newspaper for the vacant seat on the Library Commission and Commissioner Stilwell encouraged the members to have someone they know who may be interested in serving on the committee fill out an application and submit it to City Hall.

Donna Morgan announced the Friends of the Library of Southport and Oak Island holds monthly book sales the first Saturday of the month at Southport Realty (next to Taylor's restaurant). The book sales raise approximately \$1,000 per month at their monthly Saturday sale and about \$100 per month with walk-ins. They also had a Beach Book Sale at the Food Lion on Oak Island.

VIII. NEXT MEETING AGENDA ITEMS

Shelf Sponsorship Labels
Posters and/or flyers for Farmer's Market book sales

IX. ADJOURNMENT

A Motion was made by Donna Morgan and seconded by Nancy Allen to adjourn the meeting at 7:46 pm.

Vote: 4 – 0

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Respectfully submitted,

Pamela Bellina  
Administrative Assistant