



City of Boiling Spring Lakes

**9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461**

Library Commission Meeting Minutes November 14, 2016 6:00 P.M.

ATTENDANCE ~ Frances Thomas, Chairman, Tammy Sollenberger,
Bonnie Porter Keyes

ABSENT: Donna Morgan, Sherrie Kuzian (both excused)

COMMISSIONER LIAISON: Mary Stilwell

STAFF: Pamela Bellina, Administrative Assistant

I. CALL TO ORDER

The regular monthly meeting of the Library Commission was called to order by Chairman Frances Thomas at 6:05 p.m.

II. APPROVAL OF AGENDA

Tammy asked to add to the Agenda under New Business ~ b. Appraisal of Books.
Bonnie asked to add to the Agenda under New Business ~ c. Additional Weights for Tent
Tammy noted a typo on the agenda: "d. Book Purchases" should be "e. Book Purchases"

A Motion was made by Tammy Sollenberger and seconded by Bonnie Keyes to approve the agenda as amended above.

Vote: 3 – 0

Frances Thomas noted that the nail on the Little Free Library has not been repaired.
Commissioner Stilwell requested Pamela put in another work order to Buildings & Grounds.

III. APPROVAL OF MINUTES

A motion was made by Bonnie Keyes and seconded by Tammy Sollenberger to accept the October 10, 2016 minutes as written.

Vote: 3 - 0

IV. PUBLIC COMMENT

Boiling Spring Lakes Police Corporal John Thomas suggested filling small paint buckets with cement and put in a hook to use as weights for the tent. He also suggested finding weights at thrift stores. Corporal Thomas suggested the Library Commission come to the Small Fry Fishing Tournament and set up a tent to promote the library to the children and parents. He thought it would be great if the Coast Guard was there also so the kids could climb on the boat and learn about the Coast Guard. Commissioner Stilwell suggested Corporal Thomas discuss with Chief Shirley about the Library Commission wanting to help the Police Department with the Small Fry Fishing Tournament next year. The Library Commission will bring some books for the kids and hopefully bring awareness of the Library and try to get the Coast Guard to attend.

V. OLD BUSINESS

a. Family Fun & Safety Festival ~ recap

Commissioner Stilwell thought the event had to grow and maybe for the next meeting the members should consider a warmer month. Tammy suggested expanding the scavenger hunt to have the children visit each vendor. Corporal Thomas suggested having them visit each vendor to get numbers and then line you call the numbers and see if the kids have all 4 numbers. Bonnie suggested more contact with the vendors before the event to ensure their appearance. Tammy was disappointed with the attendance and hopes more people attend next year. Corporal Thomas suggested partnering with other committees for events and maybe have a bicycle and skateboard safety day with courses and for each and award trophies to the winners. Bonnie knows someone who has a food truck who would donate the money he makes to the Library Commission. Bonnie was impressed with all of the hard work the committee did for their first event of this type.

Frances advised the commission received \$35 in donations at the event. The members discussed whether to deposit the funds into their capital fund or their budget.

A Motion was made by Bonnie Keyes and seconded by Tammy Sollenberger to deposit the \$35 in donations into their budget funds.

Vote: 3 – 0

Commissioner Stilwell knows someone who has approximately 7,000 books he would like to donate. She will find out more information whether he would allow the committee to choose what books they want or if they would have to take all the books. She also knows someone who has two plastic tubs of books she would like to donate. The members discussed what a great opportunity it would be to have the books however they have no place to store them. Commissioner Stilwell suggested an air-conditioned small storage unit and will speak with Jeff Repp about renting a unit.

A Motion was made by Bonnie Keyes and seconded by Tammy Sollenberger to ask Jeff Repp about renting an air conditioned storage unit to store the books.

Vote: 3 – 0

The members also discussed having another books sale to clean out the books upstairs in City Hall and have decided on the date of January 27th from 11:30 to 3:30.

b. Meet the Author with Howie Franklin

Frances did not get in touch with Howie Franklin as his son was getting married. She will reach out to him about the dates discussed at the previous meeting – January 19th, February 16th and February 23rd.

c. Special Events Christmas Festival ~ December 3, 2016

Tammy attended the Special Events meeting to speak with the committee about Story Time at the Christmas Festival. It was discussed at the meeting that the event will now be held at the Fire Department on Rt. 87 and Miller Road. The crafts, hot chocolate, cookie decorating and story time will be in the garage and Santa will be inside the Fire Department building. The members discussed getting something the kids can sit on for story time since they do not want them to sit on the cement floor. Commissioner Stilwell suggested contacting All Shore Floors to see if they have a carpet remnant they would be discarding or sample squares of discontinued carpet. The members will be reading 'Twas the Night Before Christmas, Christmas in North Carolina and Polar Express. The members discussed how to decorate the area this year. Tammy will contact Chief Teresa Tickle to look at the space.

d. Donation Policy

Donna Morgan was not in attendance so this matter has been tabled to the December meeting. Pamela will provide copies of the finalized Donation Policy to the members.

e. Book Purchases

Tammy purchased two books for \$10. Frances had purchased two of Howie Franklin's books for \$25 each, one of which was autographed by him. Bonnie had purchased the safety books for the event which she will donate to the library.

Ruth Bek, the city's new Building Inspector, donated a box of books on CD to the Library.

The members discussed meeting on a Sunday in January to shop for books at Barnes & Noble.

VI. NEW BUSINESS

a. Expenditures

Frances received from Karen Thompson an updated accounting of expenditures of the budget. The budget is \$1,200 and the committee had purchases of \$329.12 leaving a total in the

budget of \$870.88. Once the donations of \$35 are deposited into the budget, the commission will have \$905.88 in their budget.

Commissioner Stilwell thought the members should speak with each other prior to purchasing books. She thought the library was running out of shelf space and did not want the commission to run out of money before the end of the fiscal year. She suggested the members concentrate on buying books that the residents have requested on the list in the Library. Commissioner Stilwell thought the members should rescind their \$30 purchase allowance at the next meeting.

b. Book Appraisal

Kimberly Greenway stopped by City Hall to speak with the Library Commission about evaluating books they have. Commissioner Stilwell reminded the Commission they are not in the business of selling books and are a non-profit committee. Tammy also reminded the members that former member Nancy Allen had an app on her phone that scanned the ISBN number of a book and it would give the price of the book. Frances thought if Ms. Greenway wanted to donate her services that would be fine but they could not pay for her services.

c. Additional Weights for Tent

Additional weights are needed for the tent. The members discussed looking in thrift stores for gym weights. Bonnie will search online to find tent weights. The matter has been tabled to the next meeting.

VII. ANNOUNCEMENTS

The annual Pancake Breakfast will be on December 3rd. Corporal Thomas will be making the pancakes. A small donation is requested which will be used for a family in need.

VIII. NEXT MEETING AGENDA ITEMS

Books in the attic and storage rental unit
Book sale in January
Rescind \$30 purchase allowance
Meet the Author event with Howie Franklin
Donation Policy
Additional Weights for Tent
Expenditures
Book Purchases

IX. ADJOURNMENT

A Motion was made by Bonnie Keyes and seconded by Tammy Sollenberger to adjourn the meeting at 7:32 PM.

Vote: 3 – 0

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Respectfully submitted,

Pamela Bellina
Administrative Assistant