



City of Boiling Spring Lakes

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

Library Commission Meeting Minutes

March 14, 2016

6:00 P.M.

ATTENDANCE ~ Frances Thomas, Chairman, Donna Morgan, Co-Chair,
Tammy Sollenberger, Bonnie Porter Keyes, Sherrie Kuzian

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 6:00 p.m.

II. APPROVAL OF AGENDA

A Motion was made by Tammy Sollenberger and seconded by Donna Morgan to approve the agenda as written.

Vote: 5 - 0

III. APPROVAL OF MINUTES

A motion was made by Donna Morgan and seconded by Tammy Sollenberger to accept the February 8, 2016 minutes as written.

Vote: 5 - 0

IV. PUBLIC COMMENT ~ none.

V. WELCOME NEW MEMBER ~ Sherrie Kuzian

The members welcomed Sherrie Kuzian to the Committee. Sherrie advised she has many years of experience working for a VA Library in Illinois.

VI. PRESENTATION: Wes MacLeod, Cape Fear Council of Governments, Long Range Plan

Wes introduced himself advised he is working with the City on a Long Range Land Use Plan. He explained what the plan typically entails was usually development and transportation related items but they also want to understand the City's needs for community facilities such as a library. Wes is interested in learning about the long range plan for the library. COG will be working on the project for another two to three months but will hopefully be wrapping up by the end of the summer, beginning of fall.

Commissioner Stilwell advised Wes this committee was formed a short time ago and what they really want is a building. She advised the committee has made large strides since their formation including the creation of a capital gains fund where the committee would not have to turn over the funds at the end of the fiscal year which will allow them to save for a building. She further advised the committee does have a budget which they use for the purchase of books, items for the library and to host events. Mary advised she sits on the Doshier Foundation and Doshier has a building on Rt. 87 which they do not use and the Commission would like to consider that building for a library since it is a newer building. She has been advised the building may have a mold issue and understands some of it was fixed but does not know what else it would take to remediate the mold.

Donna advised Wes in their research in becoming part of the Brunswick County Library system, they would have to present the County with a building for the library. At this point the commission is not sure if that is the right path to take or if they should keep the library as a City library. Donna advised the County will staff the library but there is no money to purchase books or anything else for the libraries. Frances thought that decision should depend on what is most beneficial to the City and its residents.

Commissioner Stilwell asked where the Library Commission fits into the Long Range Plan. Since there is no existing building, he sees it fitting in a chapter that plans for the future which would lay out options, big picture things, for the City moving forward in the next ten to 20 years. Of course it does not promise the Commission will get the building, but it is important to address the need.

Donna asked if Wes knew of any non-profits who own any land in Boiling Spring Lakes. Wes advised that there is a lot of land owned by the NC Nature Conservancy but Commissioner Stilwell said that land cannot be touched. The City owns the properties where the parks are located, property where the community center is located and he understands that Parks and Recreation wants a new building and maybe the Community Center could become a senior center and library combined. Frances thought the main need for a library is not only a larger space but also hours the facility will be available because residents cannot access the library at City Hall after business hours.

Wes asked if the committee had statistics on the use of the library. Commissioner Stilwell advised they are in process of doing a survey in May. Donna advised that of the surveys completed at last year's Spring Fling event, 45 out of 65 people said the library was very

important to the community, even above a community pool, but the main thing was hours and a children's section for research and there is no technology. Frances would like a library that meets the needs of the whole community and it have what the resident are looking for in a library: its own location and open a sufficient amount of hours.

Donna advised she attended a District meeting for Friends of the Library at the Snead's Ferry library. She said the library was awesome and had been built on Audubon Society land which was dedicated to the library. FEMA was involved and the County Commission which matched funds and the Audubon Society gave the library money which is why she was asking about non-profit owned land. There was a big room dedicated to environmental education for the children. The library itself was 2400 square feet along with other meeting rooms and such. Commissioner Stilwell and Wes discussed approaching the Nature Conservancy and Wes recommended it was worth a try but would suggest research be done to find out communities of similar size and what their comparable facilities are. Also, try to speak with people at the County as to what their thoughts are for potential but to have statistics of how many books are being checked out and the increase of use of the library. Tammy advised our library is on the honor system so if they do not sign out the books out, there is no way to track usage.

Commissioner Stilwell asked if she should speak with the County Commissioners. Wes said to speak with the County Library staff as to their operating budget and capital improvement budget and get an understanding of what their thoughts are. Once information is obtained, the Committee could then figure out if this is something they want to partner on or stand alone.

Wes advised that a library building will be included in the Long Range Plan for future development in the City. This allows the City to know what is important to its citizens. Wes advised that they are in the process of getting draft chapters prepared of the Plan and will let Maggie know when they can be viewed.

VII. OLD BUSINESS

a. Meet the Author ~ recap of event

Commissioner Stilwell and the members felt the event was a success. Donna thought they should have events quarterly and explained the event to new member Sherrie.

Bonnie spoke with Ken Campbell, local author whose books the Commission just purchased for the Library. Mr. Campbell will stop by City Hall to autograph the books and Bonnie will contact him to ask if he would be interested in being the guest speaker at their next Meet the Author event.

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Discussion: The members further discussed the idea of approaching the Nature Conservancy about land for a building and incorporating a section of the library into a nature conservancy featuring local plants and wildlife. Tammy said she has always pictured a library for the City with planters inside showcasing the Venus flytrap and pitcher plants which she mentioned at a

previous meeting. Commissioner Stilwell asked Sherrie if she knew how to write grants and if so, could she research grants to obtain a building for the library and to outfit it. Sherrie advised she has some experience and will do some research. The members also discussed what the Friends of the Library for Southport and Oak Island has to provide to those libraries that is not being provided by the County and whether it would be beneficial to turn the library over to the County.

b. Library Sign

Donna found a library sign to hang by the door of the library. The members chose the color and lettering for the sign. Donna will place the order.

c. Little Free Library Sign

Donna spoke with Donna Mooneyham at the school who has a carpentry student who will work with the special needs class to make a sign for the Little Free Library box. Commissioner Stilwell asked to get the names of all involved with making the sign so thank you notes can be sent.

d. Book display holders (for autographed books)

Frances Thomas purchased three book display holders for the autographed books. Tammy envisioned the top shelf to display all of the autographed books.

e. Confirm book shopping day

Commissioner Stilwell advised there is not a big rush to spend the remaining funds in the budget as the members have until the end of June. She reminded Frances to speak with Karen Thompson about the Library's budget as April 15th is the first day the BOC meets for budget talks.

Sherrie discussed with the Committee what she did at her former job during National Library Week. They served refreshments and had brochures and such from the American Library Association. This year's theme is "Libraries Transform." Frances suggested having an event in place for their next meeting on April 11th since it coincides with National Library Week. Bonnie offered to ask Mr. Campbell if he would like to participate in a Meet the Author event on April 11th. Donna offered to get in touch with Morgan Harper at the *State Port Pilot* and let her know about their latest Meet the Author event.

Tammy suggested having a workshop for the event instead of the book buying day. The members decided the workshop will take place on April 3rd from 1 pm to 3 pm. Commissioner Stilwell offered to have it at her house. She also suggested everyone donate refreshments for the event. She further suggested that on April 11th, Frances call the meeting to order and table all business to the May meeting, adjourn the meeting and then the Meet the Author event can start.

VIII. NEW BUSINESS

a. Expenditures

Frances provided the members with copies of the budget which shows all expenditures to date.

b. National Library Week ~ April 10 – 16, 2016

Please refer to the topic ‘Confirm book shopping day’ above for discussion about National Library Week.

c. Sponsorship Funds

Donna reminded the members that they have two donation checks from last year and have recently received another check. Commissioner Stilwell advised the members need to vote where they would like the funds deposited either into their capital fund where the funds will be saved or into their budget which funds could then be spent.

A Motion was made by Bonnie Keyes and seconded by Sherrie Kusian to deposit the donation checks into the capital fund.

Vote: 5 - 0

d. Book inventory

Tammy provided the members with inventories of all of the books in the library, minus any books which were checked out at the time. The members thanked her for the hard work involved in inventorying and cataloging the books and appreciated knowing just how many books the library currently has.

Donna donated three more audio books to the Library: Sandcastles by LuAnne Rice, Delivery us from Evil by David Baldacci and Judge & Jury by James Patterson.

Commissioner Stilwell donated the following books: Playing with Fire by Tess Gerritsen and U is for Undertow by Sue Grafton.

Bonnie Keyes donated Maphead: Charting the Wide, Weird World of Geography Wonks by Ken Jennings who was one of the big winners on the Jeopardy! Show.

Sherrie Kuzian advised that she has contacts where the Commission can receive excess books from the VA library in Danville, Illinois. The Commission would only be charged for shipping the books.

IX. ANNOUNCEMENTS ~ none.

X. NEXT MEETING AGENDA ITEMS ~ none.

XI. ADJOURNMENT

A Motion was made by Donna Morgan and seconded by Tammy Sollenberger to adjourn the meeting at 7:30 PM.

Vote: 5 – 0

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Respectfully submitted,

Pamela Bellina
Administrative Assistant