



City of Boiling Spring Lakes

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

Library Commission Meeting Minutes

March 8, 2018

10:00 AM

City Hall

ATTENDANCE: Frances Thomas, Chairman, Donna Morgan, Co-Chair,
Tammy Sollenberger, Sherrie Kuzian

COMMISSIONER LIAISON: Steven Barger (excused)

STAFF: Pamela Bellina, Administrative Assistant

I. CALL TO ORDER

Chairperson Frances Thomas called the regular monthly meeting of the Library Commission to order at 10:00 a.m.

II. APPROVAL OF AGENDA

Frances added to the agenda under New Business, c., Appearance Commission Certificate of Appreciation.

A Motion was made by Donna Morgan and seconded by Sherrie Kuzian to approve the agenda as amended.

Vote: 3 - 0

III. APPROVAL OF MINUTES

A motion was made by Sherrie Kuzian and seconded by Donna Morgan to accept the February 8, 2018 minutes as written.

Vote: 3 - 0

IV. PUBLIC COMMENT

There were no public comments.

V. OLD BUSINESS

a. Book Social

Donna contacted author Tanya Binford who was delighted to be part of the Library Commission's book social. She is available on April 14, 2018 for the event. Donna created a flyer which she showed the members and said they just needed to decide on the time to hold the event.

Tammy arrived 10:02 AM.

The committee discussed what time they would like to hold the event and decided 11:00 AM to 2:00 PM.

A Motion was made by Tammy Sollenberger and seconded by Donna Morgan to hold the book social featuring author Tanya Binford on April 14, 2018 from 11:00 AM to 2:00 PM.

Vote: 4 - 0

Tammy contacted The Office during the meeting to confirm the date and provide them the time frame for the event.

Donna noted that Ms. Binford was excited to have a social type of event where she can interact with attendees and speak about herself and her book instead of making a presentation. She will bring books to purchase and has donated a book to the library.

b. Dispose of Unneeded Book

Donna explained the woman who takes unneeded books is Crystal Bright from Brightbooks. She will take 50 to 75 boxes of books and will donate \$100 to the Library Commission; however, the books must be boxed.

Donna researched boxes and found the least expensive boxes were through Uhaul.com (online only) and were \$0.86 per box (18 x 12 x 12), free shipping. Donna also researched tape and found on Amazon two six-packs of packing tape at \$10.97 each, free shipping.

A Motion was made by Donna Morgan and seconded by Tammy Sollenberger to purchase 100 boxes at \$0.86 each and two six-pack packages of tape at \$10.97 each.

Vote: 4 – 0

Tammy explained there were a lot of books upstairs they can box and there are some in storage but she had not really gone through what was in storage. The members discussed a date to start boxing the books and decided on April 18 from 10 AM to 12 PM.

c. Library Awareness Week ~ Proclamation to BOC

Tammy provided the members with the Library Awareness Week Proclamation. Tammy modified the Proclamation to adapt to the City's library and the members discussed removing two other paragraphs, as they were not suitable to the City's library. Tammy will finalize the Proclamation and email it to Commissioner Barger to ask that it be placed on the Board of Commissioner's agenda for April. Library Awareness Week is April 8 through 14.

d. Books for the Blind

Sherrie provided information about Books for the Blind noting that our State Library is in Raleigh and that is who provides the equipment. Sherrie will provide the link to Donna for Books for the Blind and Donna will put it on Facebook. Pamela will put a link on the Library Commission's webpage. Sherrie also had the application for the equipment which she will leave in the library.

e. Book Club

Frances contacted the resident who hung a flyer in the Library about starting a book club. The resident informed her she did not place the flyer in the Library and asked Frances to please remove it, which she did.

Sherrie spoke with a member of the book club formed on Facebook. They were happy with how many people expressed interest in joining their club. While 20 people expressed interesting in joining, only eight people appeared the night of the book club which was still a great turnout. Sherrie will draw up a little flyer to give to the book club president to see if any of their members may want to be on the Library Commission since there is an open seat.

f. Story Time at Community Center

Frances spoke with Teagan at the Community Center about hosting a reading hour with the after school children. Teagan explained they would be implementing a reading hour one hour a month during summer camp and were looking to get the community involved to read to the children such as the Library Commission and the Police Department. Teagan further explained there was no real space or time to have a story time on a regular basis at the Community Center. She will keep Frances in the loop about the summer camp program.

VI. NEW BUSINESS

a. Book Purchases and/or Book Donations

Tammy brought in her receipts for the books she purchased last month.

b. Budget Review

Frances received printouts of the budget from Karen Thompson, Finance Manager. Frances explained their budget for the 2017/2018 fiscal year was \$2,000 and they have to date spent approximately \$412. Payment of the storage unit of \$600 will be deducted soon. Purchase of the boxes and tape and Tammy's reimbursement of books will also need to be deducted. The members discussed purchasing some new books for the library. The members also discussed adding a Children's Little Free Library box to the existing Little Free Library box.

A Motion was made by Sherrie Kuzian and seconded by Donna Morgan to set aside \$100 of budget funds for materials and labor for building a Children's Little Free Library box.

Vote: 4 - 0

c. Appearance Commission Certificate of Appreciation

Ann Hollingsworth, Appearance Commission Chair, asked Frances if there was someone on her committee she would like to nominate to receive a Certificate of Appreciation. Frances provided each member, along with herself, a piece of paper with the names of each member on the committee. She asked each member to check off who they would like to nominate to receive a Certificate of Appreciation, including nominating themselves if they so wish, and to give the slips of paper to Pamela to tally.

Pamela tallied the votes and noted by a vote of 3 to 1, Tammy had the highest number of nominations. Frances believes the Certificate of Appreciation will be given at the May BOC meeting and she will contact Ann Hollingsworth.

VII. ANNOUNCEMENTS

Donna noted that Brunswick County College is looking for readers to read stories to children for Plant Day on April 26 at 9:30. The program will be sponsored by the WIC program and hosted by the Master Gardner's Club. Books to be read from will be related to planting, farming and healthy eating. Donna suggested the committee attend the event and read to the children. She will provide more information at the next meeting.

Tammy announced the City has a new commissioner, Dana Witt.

Tammy also announced there is a Spring Clean Sweep day on April 28 convening at the Community Center at 9:00 AM. She asked the members to help spread the word.

VIII. NEXT MEETING AGENDA ITEMS

Book Social with Tanya Binford ~ April 14, 2018 @ the Office (update if needed)
Dispose of Unneeded Books ~ update
Reading to children on Plant Day (sponsored by Brunswick County WIC Program)
Spring Fling ~ May 19, 2018

IX. ADJOURNMENT

A Motion was made by Sherrie Kuzian and seconded by Donna Morgan to adjourn the meeting at 11:02 AM.

Vote: 4 - 0

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Respectfully submitted,

Pamela Bellina
Administrative Assistant