



## ***City of Boiling Spring Lakes***

9 East Boiling Spring Road  
Boiling Spring Lakes, NC 28461

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### **Library Commission Meeting Minutes**

**February 14, 2019**

**10:00 AM**

**City Hall**

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

**ABSENT:** Alison Austin (excused)

**COMMISSIONER LIAISON:** Steven Barger (absent)

**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 AM.

#### **II. APPROVAL OF AGENDA**

A Motion was made by Donna Morgan with a second by Sherrie Kuzian to approve the agenda as written.

**Vote: 4 - 0**

#### **III. APPROVAL OF MINUTES**

A motion was made by Sherrie Kuzian with a second by Donna Morgan to accept the January 10, 2019 minutes as written.

**Vote: 4 - 0**

#### **IV. PUBLIC COMMENT**

There were no public comments.

## **V. OLD BUSINESS**

### **a. Little Free Library Refurbishment**

The resident Sherrie spoke with declined to refurbish the Little Free Library Box. Frances recommended Gary Lyle and the members were in agreement for her to speak with him about refurbishing the Little Free Library Box.

### **b. Decorative Bookshelves for Lobby**

Frances reviewed the quote she received from Demco for the purchase of the decorative bookshelves pending approval by the Board of Commissioners for placement in the lobby. Frances advised the Board of Commissioners gave their consent to the placement of two new decorative bookshelves asked for a vote to purchase.

A Motion was made by Tammy Sollenberger with a second by Sherrie Kuzian to purchase two decorative bookshelves at a cost of \$619.98 and the cost of casters at \$29.98.

**Vote: 4 – 0**

The above cost does not include shipping/handling/freight which will be an additional charge. Frances noted that the committee has only spent approximately \$68 to date and there was room in the budget for this large purchase.

## **VI. NEW BUSINESS**

### **a. Next Shipment of Unneeded Books to Thriftbooks**

Sherrie noted that the storage unit rental ends on February 28, not March 31 as originally thought. This drastically shortens the amount of time to remove the books from the unit. The members agreed to meet on Tuesday, February 19 at 10 AM to start removing the books from storage. Tammy reminded everyone that the books on the left side of the unit go to Thriftbooks. These are books she has already gone through and can go right into boxes.

Donna provided everyone with a statement from Thriftbooks on the sale of their books. Just a small amount is coming to the committee since shipping is still being paid for from profits.

### **b. Book Purchase and/or Book Donations**

Tammy noted that the Library received another large donation of books this time mostly dealing with WWII. While Tammy would love to keep the books, they are quite old. Donna suggesting including them with the Thriftbooks shipment as someone may want to expand their collection on WWII.

Tammy suggested a book-buying trip in April since they were unable to go in the fall. The committee decided on April 18 to go to Barnes & Noble to purchase new books for the library.

**c. Budget Review**

Pamela reminded the members they will need to discuss the budget next month as the fiscal year ends June 30 and all receipts must be in by May 15. She provided the committee with the budget for this fiscal year as well as what has been spent to date.

**VII. ANNOUNCEMENTS**

Tammy noted that March is National Reading Month and that April 7 through 13 is Library Awareness week. Donna will try and post to Facebook about these two events.

**VIII. NEXT MEETING AGENDA ITEMS**

Fiscal 2019/2020 Budget  
Little Free Library refurbishment  
March – National Reading Month  
April – National Library Awareness Week  
Future Fundraising Ideas  
Book Purchases and/or Book Donation  
Budget Review

**IX. ADJOURNMENT**

A Motion was made by Tammy Sollenberger with a second by Sherrie Kuzian to adjourn the meeting at 10:58 AM.

**Vote: 4 - 0**

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Respectfully submitted,

Pamela Bellina  
Administrative Assistant