



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

**9 East Boiling Spring Road**

**Boiling Spring Lakes, NC 28461**

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### **Library Commission Meeting Minutes**

**City Hall**

**November 5, 2020**

**10:00 AM**

**ATTENDANCE:** Frances Thomas, Sherrie Kuzian, Tammy Sollenberger, Pat Elliott,  
Donna Morgan

**ABSENT:** Martha Samson (excused)

**COMMISSIONER LIAISON:** Dana Witt (excused)

#### **I. CALL TO ORDER**

Chairperson Frances Thomas called the regular monthly meeting to order at 10:03 AM.

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

Sherrie Kuzian moved to accept the Agenda as written, seconded by Tammy Sollenberger.

Vote: 5-0

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

A motion made by Donna Morgan to accept the Minutes as written was seconded by Tammy Sollenberger.

Vote: 5-0

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

There were no public comments.

#### **V. OLD BUSINESS**

a. Positions on Commission. Discussion about the positions, the need to ensure one member would liaise with the Board of Commissioners and the need for a member to record the minutes of the meetings and the duties surrounding that task.

- Donna Morgan nominated Sherrie Kuzian as Chairperson with a second by Tammy Sollenberger.

Vote: 5-0

- Tammy Sollenberger nominated Donna Morgan as Vice Chair with a second by Frances Thomas.

Vote: 5-0

- Sherrie Kuzian attends most Board of Commissioners meetings and will report on the Library Commission. She will find an alternate should she be unable to attend.
- Donna Morgan volunteered to take minutes of the meetings and will find an alternate at such times as she may be unable to attend.

b. Space in the Police Department discussion was tabled as no new information was available.

#### **VI. NEW BUSINESS**

a. Stencil for LFL: Frances Thomas presented the creation from Brandall. Members ascertained the stencil is a bit too large. Pat Elliot and Tammy Sollenberger determined the stencil should be placed on the roof facing the parking lot and painted in a red-orange color. Donna Morgan volunteered her husband Dave to apply the stencil. Tammy Sollenberger made a motion for replacement of the stencil and purchase of the supplies necessary to paint it, with Frances Thomas seconding.

Vote: 5-0

- b. The Fall Book Buying is postponed. Frances Thomas gave a report on the COVID 19 changes made by Barnes & Noble. Members will purchase books as they see the need, but the bulk of books will be purchased in the Spring.

## **VII. PURCHASES & DONATIONS & BUDGET**

Frances presented budget information from Karen Thompson, and a brief discussion of funds from the City and the Capital Account ensued. Frances submitted a request to be reimbursed for the stencil; no other purchases were made. Donations from the book shelf at The Office, the Book Sale Table in the City Hall Lobby, and Notary Public donations were reported.

## **VIII. ANNOUNCEMENTS**

- Donna Morgan reported that City Manager Jeff Repp replied to her query about a sign for the library and although it is not permitted to have one, Mr. Repp assured that when the new sign for City Hall is purchased, the Library will be featured on it.
- The Library Commission December meeting will not be held, and in its place will be an event to publicize the new Little Free Library with the date to be determined. Donna Morgan will contact the State Port Pilot for a photographer. Upon suggestion to purchase masks for the event with the Library logo, Donna Morgan made a motion for purchase, seconded by Sherrie Kuzian.

Vote: 5-0

- Martha Sampson was traveling and has been self-quarantining. Prior to that she worked on the inventory and cataloging and sorting books in the Attic.
- The next Library Commission Meeting will be January 14, 2021.

## **IX. NEXT MEETING AGENDA ITEMS**

- a. Stencil and Publicity report(s).

**X. ADJOURNMENT**

Upon Motion by Donna Morgan and second by Sherrie Kuzian, the meeting adjourned at 11:10 A.M.

Respectfully submitted,

Donna Morgan  
Library Commission Member