



City of Boiling Spring Lakes

9 East Boiling Spring Road

Boiling Spring Lakes, NC 28461

Library Commission Meeting Minutes

March 12, 2020

10:00 AM

City Hall

ATTENDANCE: Frances Thomas (Chair), Tammy Sollenberger, Sherrie Kuzian, Martha Samson, Donna Morgan (Vice Chair)

ABSENT: Pat Elliott (Alternate) (excused)

COMMISSIONER LIAISON: Teagan Perry Hall (excused)

STAFF: None

I. CALL TO ORDER

Chairperson Frances Thomas called the regular monthly meeting of the Library Commission to order at 10:02 AM.

II. APPROVAL OF AGENDA

Sherrie Kuzian moved to accept the Agenda as written, seconded by Donna Morgan.

Vote: 5-0

III. APPROVAL OF MINUTES

A motion made by Sherrie Kuzian with a second by Tammy to accept the Minutes as written.

Vote: 5-0

IV. PUBLIC COMMENT

There were no public comments.

V. OLD BUSINESS

- a. A Meet the Author Event scheduled on 4-16-2020 publicity will be publicized with flyers posted by Pat Elliott and in the press through State Port Pilot and Brunswick Senior Buzz. A direct mail postcard to those on the Library Patron list and the commissioners and Mayor (including post cards, postage and flyer printing) was estimated at less than \$100: Donna Morgan made a motion that up to \$100 be expended, seconded by Martha Samson. Refreshments of coffee and donut holes from a local business are planned.

Vote: 5-0

- b. The Book Buying Trip was finalized with plans to carpool from City Hall to Barnes & Noble in Wilmington, meeting at 10 AM on 4-9-2020. The budget for the trip was deferred to New Business.

VI. NEW BUSINESS

- a. Resolution for Library Locale: Donna Morgan contacted Jane McMinn, City Clerk, who consulted with City Manager, Jeff Repp. The Library Commission is advised that a Resolution is a legal matter, so Members will work with its Commissioner Liaison and could write letters to the Board and interested parties in the community indicating our interest in having a larger presence in the Police Department building when it opens up for other activities.
- b. Workshops will be on an ad hoc basis, with Tammy notifying Members when she is available to coordinate inventory and cleaning. Each Member will attend these workshops when they are able.
- c. Purchases and donations were presented, with two novels and one non-fiction book donated. Tammy Sollenberger purchased a "DISCARD" stamp and for worn or outdated books and will submit a reimbursement to Frances Thomas.
- d. Budget Review included discussion of how much to spend on new books. Tammy Sollenberger moved that up to \$900 be spent and Sherrie Kuzian seconded. Each

Member will consult the inventory provided via email and will make a list of new books prior to the Book Buying Trip.

Vote: 5-0

Frances Thomas will present the budget available after books are purchased. Donna Morgan moved that prior to the end of the fiscal year, additional materials be purchased to expend the funds. Tammy Sollenberger seconded the motion.

Vote: 5-0

VII. ANNOUNCEMENTS

Tammy Sollenberger reported that the computer will be kept in Pamela Bellina's office for safety.

VIII. NEXT MEETING AGENDA ITEMS

- Reports on MTA and final use of funds
- Report on Workshops on inventory and cleaning of the Library
- Letter campaign to solicit support from Commission Members to have a portion of the current police station be dedicated space for a library.

IX. ADJOURNMENT

A Motion was made by Tammy Sollenberger with a second by Martha Samson and the meeting was adjourned at 10:40 AM.

Vote: 5-0

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Respectfully submitted,

Donna Morgan
Library Commission Member