



# 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

September 10, 2020

10:00 AM

**ATTENDANCE:** Frances Thomas, Sherrie Kuzian, Tammy Sollenberger, Martha Samson, Donna Morgan

**ABSENT:** Pat Elliott (excused)

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

### I. CALL TO ORDER

Chairperson Frances Thomas called the regular monthly meeting to order at 10:00 AM.

### II. APPROVAL OF AGENDA

Sherrie Kuzian moved to accept the Agenda as written, seconded by Martha Samson.

**Vote: 5-0**

### III. APPROVAL OF MINUTES

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

**Vote: 5-0**

### IV. PUBLIC COMMENT

There were no public comments.

## **V. OLD BUSINESS**

- a. **Change of Meeting Week** was discussed, with attention to the working members of the Committee. A motion by Sherrie Kuzian to keep the meeting week the same was seconded by Tammy Sollenberger.

### **Vote: 5-0**

- b. **Report on Inventory & Cataloging:** Martha Samson reported the project is going well. She has a few “unknown” books without ISBN and requested assistance from other members.
- c. **Status of Little Free Library:** The replacement box was installed by City workers and stocked by Martha Samson. A stencil of the BSL LC logo (a Venus flytrap holding a book) was discussed. Donna Morgan will send the artwork to Frances Thomas, who will research creating a stencil. Leftover paint that could be used on the metal roof to paint the logo.

## **VI. NEW BUSINESS**

- a. **Book Giveaway in City Hall Lobby:** Martha reported some books have been taken and she plans to add more as needed. There was discussion of more display of books available which would need approval. Martha Samson made a donation box that Pamela Bellina will check daily.
- b. **Committee Position Expirations:** It was noted that three Members’ terms end in November 2020. Filling Commission openings were briefly discussed and will be voted on at the October meeting.

## **VII. PURCHASES & DONATIONS**

Martha Samson reported several donations at the Book Giveaway and checked the Library Shelf at The Office to replenish books and collect donations. Frances Thomas collected \$15.00 at the office. It was noted all donations go into the Library Capital Fund.

Martha Samson requested to purchase a protective case with a handle and zipper closure to protect the Library Computer. Donna Morgan made a motion for Martha to purchase the computer case, cost not to exceed \$30.00. The motion was seconded by Tammy Sollenberger.

**Vote: 5-0**

**VIII. BUDGET REVIEW**

Frances Thomas presented the Statement of Revenue and Expenditures provided by Karen Thompson from the Finance Department. Donna Morgan was reimbursed \$342.48 for the Little Free Library, paint, and two YA books. Tammy Sollenberger submitted a request for reimbursement for a new replacement scanner after the old one failed.

**IX. ANNOUNCEMENTS**

There were no announcements.

**X. NEXT MEETING AGENDA ITEMS**

- a. Vote on new Commission Positions.
- b. Library Sign (Donna Morgan to contact Jeff Repp for information).

**IX. ADJOURNMENT**

Upon Motion to adjourn by Sherrie Kuzian with second by Martha Sammons, the meeting adjourned at 10:55 AM.

**Vote: 5-0**

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Respectfully submitted,

Donna Morgan  
Library Commission Member