



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Library Commission Meeting Minutes City Hall August 11, 2022

ATTENDANCE: Sherrie Kuzian, Tammy Sollenberger, Martha Samson, Sarah Cusick,
Donna Morgan (via phone)

COMMISSIONER LIAISON: Kimberly Sherwood (excused)

I. CALL TO ORDER

Chairperson Sherrie Kuzian called the regular monthly meeting to order at 10:03 AM.

II. APPROVAL OF AGENDA

Upon motion by Tammy Sollenberger and second by Sarah Cusick, the Meeting Agenda was approved.

Vote: 5-0

III. APPROVAL OF MINUTES

Errors in spelling were noted, and upon correction, Tammy Sollenberger moved to accept the amended 6.9.22 minutes, seconded by Sarah Cusick.

Vote: 5-0

IV: PUBLIC COMMENT

There were no public comments

V. OLD BUSINESS

- a. Members agreed that Lobby Displays are too much for one person to handle. It will be managed on rotation by members, with Donna Morgan volunteering to create a sign-up sheet. Themes or favorite authors are appropriate for display.
- b. With Senior activities returning to the Community Center, it is possible to have Meet the Author events. Sherrie Kuzian volunteered to liaison with staff and an author for an MTA event. The date will be set at a future time. Donna Morgan will check with another author who previously indicated interest in an MTA.

VI: NEW BUSINESS

- a. Volunteer Time by each member is needed to manage commission tasks: shelving checked-in books, servicing the Little Free Library, and tidying the library and displays. Members reviewed their schedules and each agreed to spend time weekly as available for library maintenance.
- b. Inventory is not complete for the year. The shelves are filled with no room for new purchases or books currently in storage. Members discussed weeding shelves of books older than ten years. Tammy Sollenberger will produce a catalog by date so the process can take place during inventory. Martha Samson proposed that a two-day workshop be scheduled. Members set working days of 8.23.22 beginning at 9:00 AM through afternoon and 8.24.22 morning.
- c. Expansion of the Library is a goal for the Commission and hopefully City leadership. Ways to reach the public were discussed, with Martha Samson providing the template for a postcard for public mailing if needed.
- d. Members are interested in participating in the Fire Department Christmas party scheduled for 12.2.2022. Book reading and decorations will be determined. Sherrie Kuzian will liaise with the Fire Department and Special Events Commission.

VII. PURCHASES & DONATIONS & BUDGET REVIEW

Donations accepted were reviewed and acknowledgement was discussed. Furniture from the bank where the new PD will be located is stored in the attic. Martha Samson purchased books and will submit for reimbursement. Sherrie Kuzian informed members of the fiscal year's budget and use of a city credit card for purchases was discussed. Also needed is a list of equipment/furnishings needed for a new library space.

Martha Sammons made a motion that each member have \$250.00 this year to make purchases (books, small library equipment, seasonal décor) without formal approval. Sarah Cusick seconded.

Vote: 5-0

VIII. ANNOUNCEMENTS

Upcoming meetings are the BOC 9.6.22 and Library Commission 9.8.22 The Quarterly Citizens Forum is 9.15.22 from 6:00 to 7:00 PM at the High School cafeteria

IX. NEXT MEETING AGENDA ITEMS

- a.** Report on Inventory and Displays
- b.** Christmas Party Planning

X. ADJOURNMENT

Tammy Sollenberger made a motion to adjourn, seconded by Martha Sammons, and the meeting was adjourned at 11:05 AM.

Vote: 5-0

Respectfully submitted,

Donna Morgan
Member