



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Library Commission Boiling Spring Lakes City Hall June 11, 2026, 9:30AM MINUTES OF THE MEETING

ATTENDANCE: Sherrie Kuzian, Tammy Sollenberger, Marlene DeFrancesco, Margaret Boyne

ABSENT: Kathy Haves, Carolyn Doshier (excused)

COMMISSIONER LIAISON: Todd Ausborn

I. CALL TO ORDER

Chair Sherrie Kuzian called the regular monthly meeting to order at 9:31 AM

II. APPROVAL OF AGENDA

MOTION to accept Agenda as written

Tammy Sollenberger, SECOND: Marlene DeFrancesco

Vote: 4-0

III. APPROVAL OF MINUTES

MOTION to accept Minutes as written

Margaret Boyne, SECOND: Tammy Sollenberger

Vote: 4-0

IV. PUBLIC COMMENT

None

V. OLD BUSINESS

A. Venus Fly Trap Festival follow-up:

- a. The book sale was not successful. No books were taken
- b. Donations totaling \$36 were received

B. Review of Saturday library hours:

- a. Library was open on Saturday, June 6 from 10am-2pm. Margaret Boyne reported that six people came to visit the library and two checked out books. Others came to pick up their new library cards.
 - i. June 20 the library will be staffed by a volunteer
 - ii. July 4 the library will not be open

C. Review of library set up/organization tasks

- a. Book Labels to be completed:
 - i. The labeling of the fiction section has been completed

- ii. Children's book information needs to be reviewed and corrected in Libib. Some new labels need to be printed.
 - iii. Non-Fiction data needs to be reviewed, corrected in the system and new labels printed.
- b. A calendar needs to be set up to track who will be staffing the library during times the Parks & Rec staff are unable to be there. The calendar function in Gmail will be looked at to determine if it will be sufficient.

VI. NEW BUSINESS

- A. Key library responsibilities/tasks assignments
 - a. A list of the regular tasks that need to be done in the library will be created and kept in the library office. These tasks can be completed by anyone staffing the library.
- B. Results of buying trip
 - a. Twenty-one (21) new books were purchased in May at Barnes & Noble bookstore. Both fiction and non-fiction were purchased, and they have all been processed and are available for checkout.
- C. Marlene DeFrancesco has been maintaining the books in the Little Free Library and at the Kozy Bean.

VII. PURCHASES & DONATIONS & BUDGET REVIEW

- A. The remaining FY2026 Library Commission budget is \$665.62 as of June 11

VIII. ANNOUNCEMENTS

- There will be no Library Commission meeting in July
- Next meeting of the Library Commission is August 13 at 9:30 am.
- Next meeting of the Board of Commissioners is July 7 at 6:30 pm.

IX. NEXT MEETING AGENDA ITEMS

- Saturday library hours review and staffing
- Library responsibilities
- Volunteer calendar

X. ADJOURNMENT

MOTION: Tammy Sollenberger, SECOND: Margaret Boyne

The meeting was adjourned at 10:39 AM

Vote: 4-0

Respectfully submitted,

Margaret Boyne
Secretary