



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Library Commission Boiling Spring Lakes City Hall August 13, 2026, 9:30AM MINUTES OF THE MEETING

ATTENDANCE: Sherrie Kuzian, Tammy Sollenberger, Carolyn Doshier, Kathy Haves

ABSENT: Marlene DeFrancesco (excused), Margaret Boyne (resigned)

COMMISSIONER LIAISON: Todd Ausborn

I. CALL TO ORDER

Chair Sherrie Kuzian called the regular monthly meeting to order at 9:28 AM

II. APPROVAL OF AGENDA

MOTION to accept Agenda as amended

Tammy Sollenberger, SECOND: Kathy Haves

Vote: 4-0

III. APPROVAL OF MINUTES

MOTION to accept Minutes as written

Tammy Sollenberger, SECOND: Kathy Haves

Vote: 4-0

IV. PUBLIC COMMENT

Sarah Goodwin, Recreation Director, Sandy Fowler and Doreen Robb, observers and potential commission members

V. AMENDED AGENDA ITEM – NEW BUSINESS

A. Library hours review

1. Library was open on Saturday, August 1 from 10am-2pm. Sherri Kuzian reported that four people came to visit the library.
2. Library will be closed on Saturday 9/5/26 due to Labor Day holiday weekend.
3. Library will next be open on Saturday 9/19/26 – Book Club to manage and again in 10/3/26- Kathy will manage.
4. Reducing hours of the library:
Sarah Goodwin requested daily library operating hours be reduced from 9-3 to 10-2; citing visitor numbers from 4/1/26 to 8/11/26:
9-10, 15 people
10-11, 33 people

11-12, 35 people
12-1, 33 people
1-2, 33 people
2-3 19 people

A compromise of 10-3 for weekday hours was reached. Approved 3-1.
Carolyn to talk to Amy about creating new hours information sheets.

B. A “far in the future” item will be to discuss possible evening hours.

VI. OLD BUSINESS

A. Library responsibilities

1. Discussion of responsibilities, including policies and procedures to be discussed at a workshop scheduled for 9/3/26 @ 9:30 am in the Library. MOTION Tammy Sollenberger; SECOND Kathy Haves. Tammy to bring book donation policy to review and add language to indicate acceptance is at the discretion of the Library Commission.

B. Volunteer Calendar

1. Add to 9/3 workshop
2. Discussion on how to get more volunteers ensued: suggestions to search for retirees with some market experience and to post information on Facebook as well as NextDoor.
 - i. Carolyn to talk to Amy about creating a volunteer template to include name, contact information (as well as preferred method), special skills, and days/ hours available.

VI. NEW BUSINESS

- A. New Secretary: postpone till next meeting. Kathy will function as secretary for 9/10/26 meeting.
- B. DVD donations: no established criteria. Add to the 9/3 workshop
- C. FOCUS grant submission is due in December, 2026. Marlene to call Todd about grant parameters.
- D. Todd suggested we contact Walmart corporation for a full or partial \$5000 grant to add shelves in the center of the library. This grant revolves monthly. Marlene to talk to Todd about this grant as well.
- E. Upcoming Events and Activities:
 1. October fundraiser- suggested by Sarah for breast cancer awareness month, which could include books and Halloween/breast cancer ideas (books and boo!bees) - maybe partnering with kid’s programs. Meeting at Kinney senior center 8/27 at 10 am to discuss.
 2. Christmas Special Events/Tree Lighting – scheduled for 12/4 at 6 pm? (Sherri will confirm time) at Kinney senior center, with crafts for kids and Christmas book readings by library volunteers. MOTION to participate Kathy Haves, SECOND Tammy Sollenberger.

VII. PURCHASES & DONATIONS & BUDGET REVIEW

- A. BSL city fiscal year is July 1- June 30.
1. Tax exempt status held by BSL city.
 2. 2027 FY library budget was increased to \$4000, which includes \$350 for MS and Libib subscriptions.
 - a. Tammy to develop expenditures spreadsheet to reconcile with BSL budget figures.
 3. Next book purchase will include items for the requested book list completed by patrons.
 4. Book inventory to be done in June, 2027.

VIII. ANNOUNCEMENTS

- Library will be closed on Saturday 9/5/26 due to Labor Day holiday weekend
- Next meeting of the Library Commission is September 10 at 9:30 am
- Next meeting of the Board of Commissioners is September 1 at 6:30 pm

IX. NEXT MEETING AGENDA ITEMS

- Follow-up on any new volunteers
- Library responsibilities workshop results
- Fundraiser workshop results
- Older book donations to local thrift shops
- New secretary
- Focus and Walmart grants

X. ADJOURNMENT

MOTION: Tammy Sollenberger, SECOND: Carolyn Doshier
The meeting was adjourned at 11:00 AM
Vote: 4-0

Respectfully submitted,

Kathy Haves
Acting Secretary