

Onslow County Public Library

Advisory Board Minutes

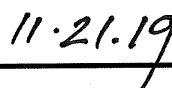
September 19, 2019

- I. Call to Order- Present: Beth Purcell, Elaine Bixiones, Brian Jackson, Shelia Josilevich, Sonia Martin, Pamela Thornton, Sandra Wood, Marissa Mace (OCPL personnel), Virginia Sharp March- OCPL Library Director.
- II. Approval of Minutes: Shelia Josilevich made a motion to approve and Sandra Wood seconded. Motion carried unanimously by voice vote.
- III. Director's Report- The report from the Board Packet was reviewed. The Summer Reading Program had good attendance with 10,606 youths at 223 programs offered. Summer Lunch Program also successful- 385 meals served during 6 lunch sessions. We also learned about the One Book, One Community that CCCC and OCPL will be joining forces. The CCCC foundation provided \$7,000 for author Abdi Nor Iftin will be in Jacksonville on April 22, 2020 to discuss his book. Information was shared for sponsorship packages. The dates for Friends of the Library meeting and book sales were announced
- IV. Board Development/Outreach to provide information and knowledge for all to know about the function of a public library. In particular, our system needs to know the needs of young military families and what Jacksonville has to offer and what is needed. Beth Purcell also noted that the county has won a national award in its response to last year's Hurricane Florence. She noted that our Library Director Virginia March was a key factor in that success because she was there 24/7 helping with the over 34,000 calls to the central emergency center.
- V. Old Business
 - a. Discussion of Jay Leutze's visit on Nov 18th at 7pm at the Main OCPL, sponsored by the Friends of the Library.

- b. By-Laws Review- Discussion that in Article I. Members that the word “Minorities” be changed to “Diversity.” The Board continues to review the By-Laws and noted our meeting date had changed and a Treasurer had not been selected. Sandra Wood made a motion to approve and Sheila Josilevich seconded. Motion carried unanimously by voice vote.
 - c. Discussion about the Budget sheet and questions asked about the budget each year for each branch and the amount of money collected each year in fines.
- VI. New Business - Facilities Update. The Youth Services and Genealogy have moved, and a painting of the youth area is planned by the Library and County Asset Facilities and Management staff.
- VII. Other items
- a. Sonia Martin suggested we invite Michele Chadwick, Onslow County Schools STEM Coordinator to our meetings.
- VIII. Adjourn. Motion to adjourn by Shelia Josilevich and seconded by Sandra Wood. Motion carried by voice vote. Next meeting scheduled November 21, 5pm Main Library.

Approved by the Onslow County Public Library Board of Trustees, November 21, 2019.


Beth Purcell, President


Date

Onslow County Public Library

Advisory Board Minutes

November 21, 2019


- I. Call to Order- Present: Beth Purcell, Elaine Bixiones, Shelia Josilevich, Sherry Hambright, Pamela Thornton, Laurel Beckley- Jackson (OCPL personnel), Virginia Sharp March- OCPL Library Director.
- II. Approval of Minutes - Shelia Josilevich made a motion to approve and Sherry Hambright seconded.
- III. Director's Report - Virginia Sharp March reviewed the Director's Report and announced that OCPL is fully staffed. Discussion of One Book, One Community included the detail that the Friends of the Library will assist in sponsoring the communitywide project.
- IV. Board Development/Outreach
 - a. N/A
- V. Old Business - By-Laws corrections made and then submitted to Board of Commissioners for approval. Omitted a reference of a treasurer, date for meetings altered, and "diversity representative" replaced "Minorities."
- VI. New Business
 - a. N/A
- VII. Facilities Update -
 - a. The board made many positive comments about switching the children's section and genealogy/research spaces. It was done October 6th by library staff, family members, and Marine volunteers. As a result, a lot of US Marines signed up for a library card.


b. The budget process has begun and includes a request for a shed at the Swansboro Branch Library. They are in need of a shed for storage to clear the hall in building. Carpeting needs improving and the fire alarm panel is out of date at the Main Library.

VIII. Other items - Laurel Beckley-Jackson spoke about the NCLA professional conference she attended. Discussion also about how to make the building user friendly such as replacing knobs with handles. There are no security cameras at OCPL and board advised a request should be made.

IX. Adjourn. Motion to adjourn by Sherry Hambright and seconded by Shelia Josilevich. Next meeting scheduled January 23, 2020, 5pm Onslow County Main Library.

Approved by the Onslow County Public Library Board of Trustees, January 16, 2020


Beth Purcell, President


Date

Onslow County Public Library

Advisory Board Minutes

MAY 21, 2020

- I. **Call to Order**- Present viz Zoom: Beth Purcell, Elaine Bixiones, Shelia Josilevich, Sherry Hambright, Pamela Thornton, Brian Jackson, Sonia Martin, Katie Dodge, Sandra Wood, Senetra Spearman and Laurel Beckley (OCPL personnel), Virginia Sharp March- OCPL Library Director. Absent: Rachel Waldron.
- II. **Approval of Minutes** - Sandy Wood made a motion to approve and Shelia Josilevich seconded.
- III. **Director's Report** -Virginia Sharp March reviewed the Director's Report and announced that OCPL is down several positions and there is a hiring freeze. Currently this is not a major problem as personnel will be shared. Gaye Knosky was recognized for her service as Library Assistant at Sneads Ferry Branch Library for 21 years. OCPL hopes to open in July but decision is up to local government.

One Book, One Community visit from Abdi Nor Iftin, author of **Call Me American** was postponed until April 2021. A young readers' version is coming out in June so there is hope that local schools will become involved.

Summer Reading Program will be virtual because of Covid concerns and numbers limitation in public places. Kickoff will be June 13th. All branch locations will participate in summer programming which begins with June 1st registration. Friends of the Library donations bring in performers and provide supplies and prizes. Friends of the Library continue to meet on posted dates in June.

The OCPL Staff has been busy during the Covid Shutdown. They made no-sew masks for the public and county staff, participated in the Citizen Phone Bank, packing of food for distribution, and assisted at the Solid Waste Convenient Sites and Veterans' Service. They also ran the curbside service of faxing, scanning, printing of documents, and tax documents distribution as well as checkout for books/videos as requested.

Budget currently for FY 20-21 has not been cut but a hiring freeze is in place. As part of the budget process, Virginia March submitted a fee change request to not charge non-resident fees for Pender County as Pender no longer charges Onslow as of July, 2019.

IV. Board Development/Outreach-

- a. Recognition was given to Katie Dodge, Sonia Martin, and Rachel Waldron for their valued service to the Onslow Country Library for their years as Trustees.
- b. Currently there are 3 openings on the board to represent the areas of Richlands, Sneads Ferry, and a Member At Large.

V. Old Business - N/A

VI. New Business - N/A

VII. Facilities Update -

- a. Parking lot at Main Library and Sneads Ferry Branch Library have both been sealed and striped.
- b. New carpet for Main Library is included in budget.

VIII. Other items -


- a. The OCPL Mission Statement from 2005 needs some updating and the staff has been involved in a discussion of Mission-Vision-Values. The Trustees were asked to add their views in a Reply All email over the two weeks following their virtual meeting on May 21, 2020.

b. The Board thanked Virginia and her staff for their resilience and adaptability during the Covid Crisis. Several comments were made about the curbside checkout of books and other services that were most appreciated and well done. Great service to Onslow County!

IX. **Adjourn-** Motion to adjourn by Sandy Wood and seconded by Shelia Josilevich. Next meeting scheduled July 16, 2020, 5pm Onslow County Main Library.

Approved by the Onslow County Public Board of Trustees, July 16, 2020


Beth Purcell, President


Date