

Richmond County Public Library Board of Trustees
Minutes –January 28, 2020
RCC Warsaw Campus Board Room

Members Present: Jan Dockins, Chair
Marilyn Carter
Terri Jones
Michael Taylor
Margaret Kurtz, Finance
Susan Gouldin
Dr. Shannon Kennedy, RCC President

Also present: Marian Howell, FOL President; Dan Ream, Library Director; Ruth Lynn, Outreach Coordinator; Linda Taylor, Recorder

J. Dockins called the meeting to order at 4:03 p.m. and welcomed all.

Minutes –S. Gouldin moved to approve the October 22, 2019 minutes as presented. M. Kurtz seconded. Motion carried.

Financial Report – M. Kurtz’s October 2019 Cash Report showed the following: Beginning Balance, \$12,521.81; Total Deposits, \$31,892.09; Total Disbursements, \$28,651.47 and an Ending Balance of \$15,762.43. The Union Small Business Checking Account balance is \$337.84.

M. Kurtz’s November 2019 Cash Report showed the following: Beginning Balance, \$15,762.43; Total Deposits, \$0.76; Total Disbursements, \$2,313.26 and an Ending Balance of \$13,449.93 The Union Small Business Checking Account balance is \$337.84.

M. Kurtz’s December 2019 Cash Report showed the following: Beginning Balance, \$13,449.93; Total Deposits, 700.38; Total Disbursements, \$925.27 and an Ending Balance of \$13,225.04. The Union Small Business Checking Account balance is \$337.84.

Old Business:

Trustee replacement – In December, J. Dockins received M. Taylor’s trustee approval from the Richmond County Board of Supervisors. M. Taylor’s term runs December 1, 2020 thru November 30, 2023.

New Business:

President’s Report - Dr. Kennedy explained RCC’s Administrative Council consists of deans and department heads and they meet monthly. They are democratic in decision-making with a broader discussion of issues. A major concern has been security. Therefore, installation of electronic door mechanisms will take place at certain doors. Faculty and staff will be issued access id cards. The main entrance doors where the welcome desk is located will remain open and not require electronic access. The main entrance has handicap accessibility. Trustees supported this new safety measure. Dr. Kennedy noted signage and publicity are to be used to promote this change. Dr. Kennedy will alert trustees when this process goes into effect.

Library Report – D. Ream reported: He met with our new trustee, M. Taylor and provided him with an orientation to the library and its resources; He submitted to the board of supervisors, the FY21 budget

request along with a Fact Sheet; the library purchased umbrella licenses that allows the library to show films; Dan noted a recent gallop survey showed more people visit libraries than go to the movies; the budget hearing is set for March 12 at 2:30 pm and he asked for attendance support; the digitalization of *Close Ties* is completed and available on Internet Archives and Dan will promote the resource; the digitalized project was partially paid for using the remainder of monies from the special fund account; the account will be closed as soon as payment has cleared.

On January 8, Dan hosted a staff training day. Guest speaker, Ann Kloeckner from LegalAidWorks explained the services her office provides the community. Staff viewed and discussed the movie, *The Public*. The movie's plot dealt with the handling of a difficult situation in a library setting.

D. Ream also reported the impending sale of the building that houses the FOL bookstore. He is making inquiries into other possible vacant buildings. S. Gouldin asked if a grant could help offset any incurred expenses. The Friends currently do not pay rent or utility fees and are concerned they could not afford to do so. Susan also encouraged everyone to attend the March 12 budget hearing and show support.

Outreach – R. Lynn reported the Santa program was a success with about 100 children in attendance. Ruth is working on her 2020 Easter and Summer Reading programs. Ruth's current contest is "Love to Read" where a patron's name is enter for each book or audio book checked out. The drawing for the prize will take place Friday, February 14.

M. Carter shared information about the Middle Peninsula African-American Genealogical and Historical Society and the program they offered on January 11 at the Essex Public Library. Dr. Karen Sherry gave a talk entitled "Determined: The 400-Year Struggle for Black Equality". Marilyn noted this was a very informative program for those doing genealogical research.

FOL report – Marian Howell reported: the FOL Book Club selections for the spring are: *Eligible*, by Curtis Sittenfeld, *Library Book*, by Susan Orlean and *Giver of Stars*, by JoJo Moyes; a luncheon will be held on March 5 at St. John's in Warsaw. Peggy Garland will be the guest speaker talking about her book, *Never Pleasing to the World*. Registration will be required with a charge of \$20 for members and \$25 for non-members; On May 14, Ilona Duncan will be guest speaker at the FOL's annual meeting where she will discuss her book, *My Jewish Great Grandmother*.

Dan spoke of Brad Parks' entertaining presentation at RCC's 50th Celebration. Mr. Parks has a new book coming out this summer and may be available for a FOL September or October author event.

The next scheduled meeting is Tuesday, February 25, 2020 at 4:00pm, Warsaw Campus Board Room.

With no further business, S. Gouldin moved for adjournment. T. Jones seconded. Meeting adjourned at 5:20 pm.