



Town of Clayton
Hocutt-Ellington Memorial Library Advisory Board Minutes
Thursday, July 19, 2018 @ 5:00 PM
Wooten Room – Town Hall

BOARD MEMBERS PRESENT:

Linda Hester
Elizabeth McLaurin
Etheleen Eason
Stephanie Satkowiak
Belle Allen
Caroline Daily
Elizabeth Barber
Paul Taperek

STAFF PRESENT:

Nancy Medlin, Deputy Town Manager
Joy Garretson, Library Director
Jennifer Proctor, Sr. Admin. Assistant

MEMBERS ABSENT:

Lisa Brogdon
Natasha Ellis-Smith

1 CALL TO ORDER

- a) Stephanie Satkowiak called the meeting was at 5:05 p.m.

2 APPROVAL OF MINUTES

- a) Draft Minutes
- May 17, 2018 Minutes

Due to a minor clerical error, minutes were not adopted at this meeting.

3 OLD BUSINESS

4 NEW BUSINESS

- a) LTSA Grant Update
Presenter: Joy Garretson, Library Director

Ms. Garretson stated that the Town was awarded \$34,015 from the state with a match from the Friends of the Library in the amount of \$8,504. These funds will be used to complete a study regarding the library and needs of the community. A Capital Campaign will be set up by the Friends of the Library in order to assist in raising funds for the growing needs of the library. They will be meeting with and speaking to the community to explain the needs as well as sharing a rendition of what changes to the library might look like. A consultant will be meeting with staff as well as members of Friends of the Library to gather information and visions. Following that meeting Ms. Garretson will share details with the board to advise of what next steps would be. Ms. Medlin added we are most likely looking at an 18-24 month period process of the campaign. She reminded that neither they nor staff would be able to assist with fundraising. She also added that we are not anticipating a five year period before the doors to the new library open.

5 LIBRARIAN'S REPORT

- a) Summer Reading Program
Presenter: Joy Garretson, Library Director

Ms. Garretson shared that they had Storytime in the Woods today (7/19/18). It was a huge success and there was a large turn out. There was approximately 80 kids and parents in attendance. Everyone had fun. Saturday, July 21 there will be a music therapist that will be visiting the library from Atlantic Music Therapy. The presentation will teach participants how music affects the brain and how credentialed professionals are using this in rehabilitation. Wednesday, July 25 the library will be hosting Painting with Music. It will start at 5:30 p.m. and run for an hour. On Saturday, July 28 there will be an end of the summer celebration. It will start at 1:00 p.m. Popsicles and prizes for the kids will be passed out which will include a brand new Kindle Fire. Awards for the Most Minute and Most Books will be awarded to the kids. There will also be a separate prize for the adults and they will also have a chance at a Kindle Fire.

- b) Library Update
Presenter: Joy Garretson, Library Director

Library had the highest circulation this year. Visits - 5223; Items circulated 8563. Attendance at programs - children's - 775; teens - 60; adults - 38. Ms. Garretson talked about the large amount of overdue items. She explained how the automated Overdue Notice system would work. She stated that all we are doing is really enforcing our policy. She stated that they have had a positive response to this system being implemented.

6 OTHER BUSINESS

- a) From the Field: Board Suggestions
Presenter(s): Board Members

Ms. Satkowiak made the suggestion to have a list of every board members name, address, phone number, and email. Need to update the website to reflect Paul as a board member.

7 ADJOURN

- a) Adjourn the Meeting

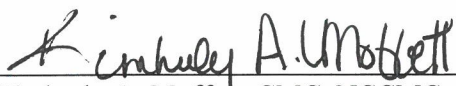
ACTION: Motion to Adjourn was made at 5:44 p.m.

Motion: Board Member McLaurin
Second: Board Member Hester
Vote: Unanimous



Stephanie Satkowiak
Chair

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Town Clerk