



Town of Clayton
Hocutt-Ellington Memorial Library Advisory Board Minutes
Thursday, May 19, 2022 @ 5:30 PM
Hocutt-Ellington Memorial Library
100 S. Church Street

BOARD MEMBERS PRESENT:

Laurie Lee, Chair
Etheleen Eason
Julia Curran
Kathryn Turnbull
Eugene Wheeler
Vanessa Flores-Watson

STAFF PRESENT:

Joy Garretson, Library Director

MEMBERS ABSENT:

Amber Revels-Stocks
Victoria Privette
Paul Taperek

1 CALL TO ORDER

- a) Ms. Lee called the meeting to order at 5:31 p.m.

2 APPROVAL OF MINUTES

- a) Draft Minutes
• April 21, 2022

ACTION: Approval of Minutes

Motion: Board Member Curran
Second: Board Member Wheeler
Vote: Unanimous

3 OLD BUSINESS

- a) Strategic Plan

In the agenda packet, members had an opportunity to review the HEML 2022 Strategic Plan. Ms. Garretson stated the main thing she would like to focus on is the Mission.

ACTION: Approval of Strategic Plan (Mission, Focuses, and Goals)

Motion: Board Member Flores-Watson
Second: Board Member Curran
Vote: Unanimous

- b) Report on Margaret Sullivan's Presentation to Council on May 2
Presenter: Joy Garretson, Library Director

Council Member Sims discussed Margaret Sullivan's Presentation that was presented to Council at their May 2nd Work Session Meeting. Ms. Garretson discussed the five scenarios provided by Ms. Sullivan and Council Member Sims stated the library would have something, but not sure what at this point. He stated there would be more in-depth conversation on this. He stated the library should think about looking at possible ways to do fundraising. He estimated it could take up to three years for the money to accumulate. Ms. Garretson shared that this board can not fundraise but the Friends of the Library group can. Ms. Garretson stated she would get this conversation going within the next week or two.

Ms. Garretson stated she would send members a copy of Ms. Sullivan's presentation.

4 NEW BUSINESS

- a) Volunteer Opportunities for History Room Packing and Storage
Presenter: Joy Garretson, Library Director

Ms. Garretson stated the storage building for the items in the history room has been rented. Next Friday the first load of items would be going to the building. She stated she would not know what help she needs until she begins going through the room. She stated she knows there are some concerns that she is getting rid of history, but that is not the case. The goal of this is to have a functioning history room. She stated she would be reaching out to Clayton Historical Association to work with them to begin some projects so that they are a part of this process. She stated she would also reach out to Council Member Casey who has been on this Association for a while.

After next Friday, she will be able to delegate duties and be ready to recruit volunteers. She stated the members that are interested, to put their name and days/times that they are available to volunteer. She estimated that by the end of the summer this move would be complete. There was further discussion on this subject.

5 LIBRARIAN'S REPORT

- a) April Report
Presenter: Joy Garretson, Library Director

She stated this month's physical items circulated number is an average number in July, she stated this is very exciting. She said all programs are going strong. She stated Library Associate Mardia Jacobs, has started a Book Club at the Clayton Center for Active Aging, six people were in attendance at the first meeting.

The Summer Reading Kickoff is Saturday, June 11th from 12-2. She stated she would love for volunteers to help on this day. The Friends of the Library Book Sale is Friday, May 27 from 1-7 and Saturday, May 28 from 8-4.

Ms. Garretson stated the library is doing a Reading Pals Program with the Partnership for Children of Johnston County sometime mid-July. Children will receive a stuffed animal

"reading pal" that will come with an adoption certificate. The library will receive books for Summer Day Camp at the YMCA. Kids will receive a special bead from the library if they read a book.

April 2022 Snapshot

Library Visits: 3,380; Physical Items Circulated: 8,217; E-Audio Checkouts: 285; E-Book Checkouts: 610; E-Magazine Checkouts: 29; New Patrons: 169

April Programs/Attendance

7 Children's Programs (417 Attendees); 2 Teen Programs (9 Attendees); 8 Adult Programs (158 Attendees).

6 OTHER BUSINESS

- a) Ms. Lee discussed changing the meetings to begin at 6:00 p.m. to make it easier for those member's that work until 5:00 p.m. There was discussion on this item, it was decided it would be brought back for discussion at a future meeting.

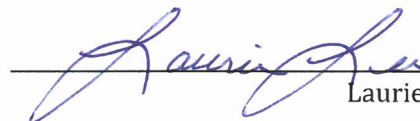
7 ADJOURN

- a) With nothing further, the meeting was adjourned at 6:15 p.m.

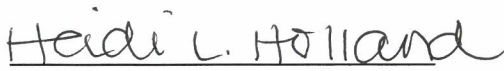
ACTION: Motion to Adjourn

Motion: Board Member Curran
Second: Board Member Wheeler
Vote: Unanimous

Duly adopted this the 18th day of August, 2022.


Laurie Lee, Chair

ATTEST:


Heidi L. Holland, NCCMC
Deputy Town Clerk &
Clerk to the Board