



Town of Clayton
Hocutt-Ellington Memorial Library Advisory Board Minutes
Thursday, April 21, 2022 @ 5:30 PM
Hocutt-Ellington Memorial Library
100 S. Church Street

BOARD MEMBERS PRESENT:

Laurie Lee
Etheleen Eason
Katie Turnbull
Eugene Wheeler
Amber Revels-Stocks
Vanessa Flores-Watson
Victoria Privette
Paul Taperek

STAFF PRESENT:

Michael Sims, Council Liaison
Joy Garretson, Library Director
Heidi Holland, Deputy Town Clerk
Gabe Johnson, Librarian
Grace Davis, Library Supervisor

MEMBERS ABSENT:

Julia Curran

1 CALL TO ORDER

- a) Ms. Lee called the meeting to order at 5:30 p.m.

2 APPROVAL OF MINUTES

- a) Draft Minutes
- March 17, 2022

ACTION: Approval of Minutes

Motion: Council Member
Second: Council Member
Vote: Unanimous

3 INTRODUCTION OF NEW BOARD MEMBER

- a) New Board Member
- Victoria Privette
- Presenter: Laurie Lee, Board Chair*

Board members introduced themselves to new member Victoria Privette. Ms. Privette is a yoga teacher in Clayton and stated she is excited to get involved with the community.

4 OLD BUSINESS

- a) Strategic Plan
- Board Member Feedback
 - Mission, Vision, and Goals (*Presented by Library Staff and Director*)

Ms. Garretson discussed the Strategic Plan created by Consultant Karen Dash. On March 18th staff got together to create a new mission and to look at focuses. Staff members Gabe Johnson and Grace Davis were present at this meeting and shared their thoughts on this day. Ms. Garretson stated staff took the feedback from Karen Dash and broke that up. The day began by redefining the mission. She asked staff to tell her what they thought the library should be, what is the library's purpose. Staff wrote their ideas onto post-it notes and they were discussed. Ms. Garretson stated it was a great exercise and a lot of staff had the same ideas. Board Members Julia Curran and Katie Turnbull attended as well.

She stated they looked at a few focus areas: programs, services, being a 21st century library, collections, and communication. Ms. Garrettson distributed handouts to everyone with detailed goals and action steps.

The new mission statement is: The Hocutt-Ellington Memorial Library is a welcoming space for building community and connecting people to ideas and resources.

This item will be on the next agenda for board members to vote on.

- b) Margaret Sullivan Presentation (May 2)
Presenter: Joy Garretson, Library Director

Ms. Garretson stated she would like to set a time to sit down with members and review the work that Margaret Sullivan has done in the past six months. The end result of this study is that the library is not laid out in a way that is advantageous for library services. This library is too small for a town the size of Clayton. Ms. Sullivan created the cost of renovating the building at three different price points. In 2019, Ms. Sullivan's initial recommendation was that the current building should be demolished and to rebuild another building on the site, try to do a private-public partnership. In the middle of this, there was admin changes and the new admin decided a better option would be to do small upgrades with possible satellite locations.

Ms. Sullivan worked with structural engineers to see what could be done. Ms. Garretson shared drawings of structural layout that showed what walls could and could not be removed. She asked Ms. Sullivan if this would make fiscal sense and to come up with options.

Ms. Garretson stated that Ms. Sullivan would be presenting via Zoom to Council at their May 2, 2022 Work Session at noon. She invited board members to this meeting. Some the plans she has for the library would be presenting the cost if just the furniture was changed out, or just new furniture with outdoor spaces. Ms. Garretson stated she likes the plan that is roughly \$2.3M and would include a real renovation of this building and include an outdoor space, the youth center is configured differently with a homework center, staff and support room and tech zone. There was further discussion on all of the different options that were presented.

Ms. Garretson stated the library should be a building built more for their purposes. She stated she would let members know when she has completed the self-assessments of public library standards and that would give everyone an idea of where the library lines up with the facilities.

5 **NEW BUSINESS**
6 **LIBRARIAN'S REPORT**

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

Ms. Garretson stated the library has had a lot more kid's programs, teen programs are coming back and adult programs are still going strong. There has been 209 new library patrons. She discussed the Summer Reading program which has the theme "Ocean of Possibilities". This starts the second week of June and runs approximately 6 weeks.

She stated the Day of Outreach at Boulevard West on April 6th was a huge success. There will be an opening ceremony for the community art show Imagining Mango Street on May 5th at the Clayton Center. Ms. Garretson discussed the partnerships with different groups in the town, which include: Partnership for Children of Johnston County, The YMCA, Clayton Visual Arts, Johnston County Writers Group, Public Art Advisory Board, Johnston County Schools and Clayton Chamber of Commerce. She stated the library will be lending books to the YMCA this summer for their summer program.

March 2022 Snapshot

Library Visits: 3,375; Physical Items Circulated: 8,431; E-Audio Checkouts: 343; E-Book Checkouts: 663; E-Magazine Checkouts: 49; Uses of Public Computers: 280; New Patrons: 209

March 2022 Programs/Attendance

11 Children's Programs (203 attendees); 2 Teen Programs (9 Attendees); 8 Adult Programs (72 Attendees).

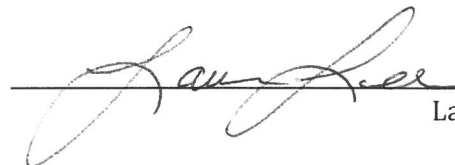
7 **OTHER BUSINESS**

8 **ADJOURN**

- a) With nothing further, the meeting was adjourned at 6:31 p.m.

Motion: Board Member Taperek
Second: Board Member Turnbull
Vote: Unanimous

Duly adopted this the 19th day of May, 2022.


Laurie Lee,
Chair

ATTEST:


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