



Town of Clayton
Hocutt-Ellington Memorial Library Advisory Board Minutes
Thursday, April 18, 2019 @ 5:00 PM
Wooten Room - Town Hall

MEMBERS PRESENT:

Elizabeth Barber
Belle Allen
Laurie Lee
Paul Taperek

STAFF PRESENT:

Joy Garretson, Library Director
Heidi Holland, Deputy Town Clerk

MEMBERS ABSENT:

Stephanie Satkowiak
Etheleen Eason
Carolina Daily
Elizabeth McLaurin
Lisa Brogdon

1 CALL TO ORDER

- a) Ms. Allen called the meeting to order at 5:03p.m.

A quorum was not met.

2 APPROVAL OF MINUTES

- a) Draft Minutes
- March 21, 2019

Minutes were not approved, a quorum was not met.

3 OLD BUSINESS

- a) Nomination of Members for Building Project Task Force
(Board members will nominate individuals who can advocate for the library, create partnerships, and identify donation opportunities)
Presenter: Joy Garretson, Library Director

There was lengthy discussion on the Building Project Task Force. It was stated that no connections had been made yet. Ms. Garretson recapped what was discussed at the March 2019 meeting for the Library Request project. Ms. Garretson stated the library project was not on the CIP priority list for this year.

The goal for the task force is to get contacts that will get the community interested in this project. This project needs people that have connections to the larger corporations. The task force needs members that can put in a few months of dedicated fundraising and can contribute in a lasting way to the library.

Ms. Garretson stated she is working with Margaret Sullivan to get drawings of internal space. She is also working with Dave DeYoung, Economic Development Director, to get an RFP out to the community to see who would be interested in building a mixed-use building. This will be out at the end of June. Ms. Garretson stated when it is complete she will pass it onto the members. Ms. Allen stated before the members ask for any money there needs to be a plan in place.

Ms. Barber asked if Council Members could come individually to the Library and attend programs. The idea is for them to see what the library is actually doing so they can get a feel for what needs to be done for the future of the library. There was lengthy discussion about the Friends of the Library and what they can and can't do as far as fundraising.

4 NEW BUSINESS

- a) Town Council Annual Update - June 3, 2019
Presenter: Heidi Holland, Deputy Town Clerk

Ms. Holland stated the Annual Update to Town Council is scheduled for June 3. This is usually presented by the Board Chair. The update provides information on accomplishments and highlights during this past year as well as recommendations and suggestions for the future. At the next meeting board members will have an opportunity to submit any information they would like to see on the update.

5 LIBRARIAN'S REPORT

- a) Library Update
Presenter: Joy Garretson

Ms. Garretson distributed to each member a report for July-December 2018 that shared item circulation, program statistics, new programs and any grants and donations received for these months. In April, 100 people came to the play Rumpelstiltskin, this play was a rescheduled event from a cancelled play in December.

The library has hired a new part-time associate in the Kids Room, Laura Culpepper. Ms. Culpepper has a background in education and social work. She will be able to help with reading programs and also the Spanish speaking community and needed resources.

Ms. Garretson stated The North Carolina Forestry Association will present "Who Lives in the Woods" on April 25. The Friends of the Library will have their book sale on April 26, 27 and 29 in the Clayton Council Chambers and Regular Children's programming will start back up May 1. Ms. Garretson distributed the March 2019 Snapshot to everyone, she stated all of the numbers for the Library Services were higher than last year.

March 2019 Snapshot

Library Services Visits: 4416; Physical Items Circulated: 6521; E-Audio Checkouts: 156; E-Book Checkouts: 327; Uses of Public Computers: 450

Programs/Attendance

Children: 34 programs; 765 in attendance. Young Adults: 2 programs; 18 in attendance. Adults: 5 programs; 33 in attendance.

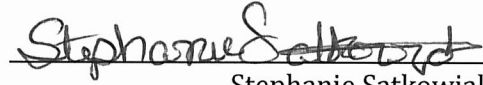
6 OTHER BUSINESS

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

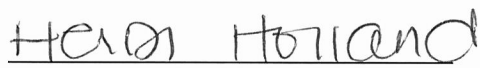
7 ADJOURN

- a) With nothing further the meeting was adjourned at 5:57p.m.

Duly adopted this 16th day of May, 2019.


Stephanie Satkowiak, Chair

ATTEST:


Heidi Holland, Deputy Town Clerk
& Clerk to the Board