



MINUTES

Library Board Meeting

6 p.m. - Tuesday, January 14, 2020

Doris Padgett Public Library

The Library Board of the Town of Sunnyvale was called to order on Tuesday, January 14, 2020, at 6:01 PM, in the Doris Padgett Public Library, with the following members present:

PRESENT: Chairperson Randy Ferguson, Member Jobi Joseph, Member Katheryn Martin, Member Ann Smith, and Member Cindy Bornowski

EXCUSED: Co-chairperson Jane Waller, Member Steve Blow, Secretary Katie Frazer, and Member Meagan Skidmore

A. Call Meeting To Order

Chairperson calls the meeting to order, states the date and time. State members present and declare a quorum present.

Co-chairperson Waller, Secretary Frazer, and Members Blow and Skidmore were noted absent. Also in attendance was Harold Smith.

B. Pledge Of Allegiance

C. Public Forum

The Library Board invites citizens to address the Board on any matter, except items that are included on the agenda. Comments related to items on the agenda will be heard when the specific item starts. Citizen comments are limited to three (3) minutes, unless otherwise required by law. The Board is not permitted to take any action or discuss any item not listed on the agenda. The Board may choose to place the item on a future agenda.

There were no comments from the public. Alternate Bornowski asked to address an issue prior to beginning the agenda items for the evening. Alternate Bornowski raised concerns with comments from the community about the presence of a homeless patron who had been regularly visiting the library, and about calls to the police in regards to this patron. Director Kolman explained the situation and the events as they unfolded, as well as specifying that the patron herself had prompted the calls. The Board expressed concerns that there had not been internal incident reports filled out when the police had been called; Director Kolman apologized for this oversight and ensured the board that further incidents would be properly documented.

D. Discussion/Action Items:

1. Discuss, consider, and act upon the minutes of the Dec. 3, 2019 meeting.

Member Martin noted that the last names of Eddy and Edelia Oppelt were misspelled in the minutes. Member Ann Smith made a motion that the minutes be accepted as amended; Member Katheryn Martin seconded the motion.

Carried

2. Discuss the pros and cons of the Doris Padgett Public Library adopting a no-fine policy.

Director Kolman indicated that while he still believed that eventually the library would wind up moving toward a no-fine model, currently Town administration felt that the library's revenue, while small, was not inconsequential and that its current budget levels were set with this revenue in mind, and that a change to this model would require offsetting budget cuts to compensate. As such, Director Kolman felt that the environment at the moment was not conducive to changing to no fines, but that the door should be left open to consider the changes in future.

3. Discuss, consider, and act upon a proposal to establish the June Lupton Memorial Annex in the Doris Padgett Public Library.

Director Kolman asked the Board if the recent death of T.C. Lupton Jr. meant that the library should reconsider renaming the annex for both June and T.C. Lupton. Alternate Bornowski and Member Smith indicated that, as Mr. Lupton built the annex in honor of his mother, naming the annex for her would be in line with his wishes, and that the name should be kept the June Lupton Memorial Annex. Member Ann Smith so moved, and Chairperson Randy Ferguson seconded the motion.

Carried

4. Discuss an outline of the Doris Padgett Public Library's five-year strategic plan.

Director Kolman explained that, by TSLAC policy, the library's accreditation is dependent on it operating under a five-year strategic plan. As the current plan (as amended) only runs through 2020, the time has come to consider a new plan. Originally, the director had intended to have a subcommittee meet to write the plan; however, he decided it was more appropriate to have the board as a whole meet and vote on each section of the document, which could then be passed through Town administration for notes and comments before being

approved by the Board as a whole. Director Kolman distributed a rough outline of his vision of the document, with a breakdown of each section. He indicated that next month the Board would undertake a SWOT analysis to begin the process. Member Smith asked that any documentation for review be sent to Board members in plenty of time to be properly reviewed and discussed. Alternate Bornowski indicated that Member Smith was very skilled at helping to revise documents like this, and would be very useful.

Director Kolman called attention to the last section; the development of comprehensive plans for a new facility, whatever form it might take, to help pave the way for a future library facility.

5. Discuss and review Director's and financial reports for the month of December 2019.


The Director's and financial reports for December 2019 were reviewed. The Director indicated that the slowdown year to year was due to seasonal slowdown and the lack of last year's tutoring program. Director Kolman indicated that Story Time attendance has slowed down, and that he and staff were looking at potential program changes. He also indicated that the library had ordered the books with the money received from the K3 Sisters Band fundraiser, and that he had discovered a hole in the Friends storage shed that requires repair.

6. Discuss, consider, and act upon setting a date for the Library Board meeting in February.

The board agreed to meet on February 18th, 2020 in accordance with their normal schedule.

E. Adjourn

The undersigned presiding officer certifies that this is a true and correct record of the proceedings.

ATTEST:


Chairperson/Co-chairperson

Rachel Ramsey, Town Secretary