Richmond County Public Library
Minutes-February 12, 2013

Members present:

Ed Mark, Chairman
Margaret Kurtz, Finance
Gwynne Tayloe
Walter Ball
Dayle Collins, Vice-Chairman
Mercer O'Hara
Ed Ramsey

Also present:

Loftan Miller, Acting Dean of Learning Resources, College Librarian
Ruth Lynn, Programming and Outreach Coordinator
Linda Taylor, Public Services Manager

E. Marks called meeting to order at 4:04 p.m. and welcomed all.

D. Collins motioned to accept the December 11, 2012 meeting minutes as presented. M. O'Hara seconded. Motion carried.

E. Marks thanked everyone for their efforts toward Cherie Carl's farewell party that was held at Sabine Hall. A special thanks to Mercer O'Hara for sharing her lovely home. It was a very heartfelt event.

M. Kurtz presented a February 11, 2013 Financial Report showing a bank balance of $50,353.99. Since December 11, 2012, deposits totaled $17,425.61, and no expenditures occurred. The FY2012 fundraiser grossed $4,605 with production costs of $1470 with a net balance of $3135. M. Kurtz suggested spending the balance and ideas were discussed which included a mural for the children's room. L. Miller would make inquiries and report her findings at the next meeting.

Discussion concerning library signage followed with D. Collins suggested developing a signage goal for inside the building as well as outside and making a presentation at the March meeting. L. Miller could then present the proposed recommendations to the college for their consideration.

L. Miller presented a funds transfer request for $31,370.25. This amount represented the third installment of our contract fee to the college in the amount of $20,212 and the remainder $11,158.25 to be used to purchase library materials. W. Ball motioned to approve the transfer request. M. Kurtz seconded. Motion carried.

Loftan Miller introduced herself and thanked everyone for allowing her to be part of the group. L. Miller would be attending the meetings until staffing decisions were completed by college administration. For library news, L. Miller mentioned that while we are up and running, more shelving is expected and 2 laptops for public use were on order. Currently we offer 8 computers and 4 ipads for public usage. A floor issue has been identified and is being addressed. It was noted that the carpet is in block form and can be easily replaced if damage occurs.

Concerning Outreach, R. Lynn distributed copies of her 2013 tentative schedule of events. She noted an upcoming event on February 25 featuring Cecil Taylor in honor of Black History month. She stated story hour was being held every Tuesday at 10 a.m. in the library and her continued visits with area daycares and adult care facilities.

R. Lynn suggested the purchase of a magnetic promotional sign that could be applied to her vehicle while she was in the community doing outreach. The idea was well received and R. Lynn will research and report at the next meeting.

Long Range Plan was tabled until the next meeting.

It was noted that topics of concern were library promotion, signage and parking. L. Miller would inquire about the spaces for public patron parking that used to be specified in the parking lot and report her findings at the next meeting.

Under New Business, plans for an open house were discussed. E. Marks would check with Mr. Quicke, county administrator about setting up a time for a luncheon and library tour for the board of supervisors and town council. It was mentioned that April 15 - April 19, 2013 is "Celebrate National Libraries" week and this would be a good time to offer public open house activities.

With no further business to discuss, M. Kurtz motioned to adjourn. Motioned seconded. Meeting adjourned at 5:05 p.m.