

**Library Board of Trustees Quarterly Meeting Minutes
Held on October 12, 2023 at 5:30 pm**

MEMBERS PRESENT

Mary Morrison Dixon, Kearney Long, Latonya Nixon-Vines, and Commissioner Alma Hobbs.

TOWN REPRESENTATIVES PRESENT

Town Manager, David Hodgkins

Library Director, Angie Bates

CALL TO ORDER

Long called the meeting to order at 5:07 pm.

CORRECTIONS/APPROVAL OF MEETING MINUTES

NO correction noted. Dixon moved to approve the minutes from the meeting on April 17, 2023. Hobbs seconded the motion. Approved unanimously.

Bates asked the Board if she might add an item to the Items for Information which had occurred since the distribution of the meeting agenda. The Board agreed.

ITEMS FOR INFORMATION

Library Director Report: Bates went over major points of the Library Director's Report, which included:

1. A report on the successful launch of the new Seed Library. Bates reported that 20 people attended the opening program and approximately 40 seed packets have been circulated thus far from the seed library. Hobbs asked some questions about the Community Garden, the library's plot, and distribution of produce throughout the community. Bates stated that Zac Hackney, community garden president, had a list of families asking to receive produce and much was also given to the Outreach Kitchen and to the First Christian Church for their food boxes. Dixon stated that a lot of produce had been distributed at the Outreach Kitchen, the community was full at the beginning of the lunch distribution days and empty at the end. Hobbs asked about the garden being open to anyone from the community picking produce. Bates said that the community garden had discussed having a farmer's market like stand to give away surplus produce, but Hobbs would need to contact the garden board for more details.
2. Bates gave an overview of the two author visits scheduled during the October and November Coffee & . . . programs.
3. Bates reviewed the continuing adult and children's programming and mentioned the new Pre-K storytime being added to the very full weekday storytime line-up.
4. She reported on the success of the Friends of the Library fundraising event at Duck Rabbit Brewery and their upcoming 2024 membership drive.
5. The library will participate in the Hometown Halloween celebration. Bates stated that the library planned to remain open for circulation until 7pm which was the library's plan end time for trick-or-treating.
6. Bates reported that she attended a grant writing workshop presented by NC Live in September at which she learned techniques to better express the project needs for grant submissions. She also discovered ways to find grant opportunities other than LSTA which is the most common place for libraries to seek grant funding, and tips on how to partner with other agencies to accomplish grant goals.

New Personnel: Bates very excitedly announced that the library was fully staffed for the first time since July 2022. She introduced Emma Repp, Adult Programming Library Assistant, and Alexis Wynne, Library Assistant. Both have been on staff since mid- to late- August and have proven invaluable. They are energetic and have already formed excellent relationships with patrons of all ages.

Clara Flanagan Pictures (Old Business): Bates stated that she had spoken with Gayle Flanagan, executor of Clara Flanagan's estate, regarding the pictures that Clara painted for the children's

department of the library several years ago. Bates explained to Flanagan how the pictures had been submitted to the Friends of the Library silent auction in February. Bates also showed Flanagan where it was planned to rehang the paintings if they were returned to the library and stated that the Library would gladly sign an MOU stating that when the painting were removed from the wall in the future, they would be returned to Flanagan and the family. Flanagan said that she would consider whether or not to return the paintings to the library.

Added Item – Game Day Media Experience: Bates stated that she had been approached by Campus Box Media on behalf of Farmville Central High School to be a sponsor for the 2023-24 men's basketball season. The sponsorship would take the form of a marketing package for the library. The package would include 100 t-shirts with the Jaguars logo on the front and the Library's logo on the back to be distributed at a home game, 500 game day coupons featuring a QR code to our website and activities, logo presentation on a sponsors banner, and 10,000 digital impressions through their geo-fencing platform. After discussions with staff regarding the marketing impact this would have and the audience demographic it would reach, Bates decided to purchase the sponsorship package.

ITEMS FOR DISCUSSION

Collection Development Policy

Bates gave a brief overview of the North Carolina Public Library Directors Association (NCPLDA) Summit she attended in August. The summit opened with an overview of the recent book challenges that have occurred throughout the United States and specifically in state of North Carolina. The purpose of the summit was to discuss best practices in collection development and to assist directors in reviewing both their Collection Development and Material Reconsideration Policies in accordance with these best practices. After working with several library directors, Bates made slight modifications to FPL's Collection Development Policy to make it more concise and easily understood. She also redesigned the materials review process bringing it in line with the best practices established by NCPLD and the State Library, and developed a new Materials Review Policy and Procedure.

These proposed policies were brought to the Library Board for discussion and vote. However, the Board did not have sufficient members present to make a quorum.

Kearney Long made a motion to call a special meeting on Monday, November 13, 2023, at 5:30 pm to discuss and vote on the new policies. Hobbs seconded the motion. The special meeting date was set.

ADDITIONAL ITEMS

None were brought by the members of the Board.

ANNOUNCEMENTS / NEXT MEETING

The next regular meeting will take place on Tuesday, January 9, 2023, at 5:30 pm.

ADJOURNMENT

With no further business to be discussed, Dixon made a motion to adjourn, and Hobbs seconded the motion. Approved unanimously, meeting adjourned at 6:01 pm.