

The Harold D. Cooley Library Advisory Board for the Town of Nashville held an Advisory Meeting on Thursday, August 16, 2018 at 5:00 pm in the Conference Room at the Harold. D. Cooley Library. Members Present: Chair-Nell Laraway, Vice Chair-Carrie Lee Conrad, Joyce Richardson, Timothy Yauch, Inez Perry, Hattie Cooper and Charles Taylor. Absent: Vurnetta Taylor. Staff Present: Emily Enderle-Library Director & Tesa Silver-Deputy Town Clerk & Personnel Technician.

1. Ms. Laraway called the meeting to order at 5:01pm.
2. Minutes
 - a. Ms. Laraway read the minutes from the meeting held on April 26, 2018. Ms. Laraway made the motion to approve minutes for April 26, 2018 seconded by Ms. Conrad. Ms. Laraway called for a vote, the motion carried unanimously. The approved minutes read as follows:

**Harold D. Cooley Library Advisory Board
Meeting minutes
April 26, 2018**

Call to Order

A Library Advisory Board meeting was held on April 26, 2018 at the Harold D. Cooley Library, Nashville, NC. The meeting began at 5:05 PM and was presided over by Library Director Ms. Emily Enderle.

Attendees

| | |
|---------------------|-------------------|
| Ms. Emily Enderle | Ms. Carrie Conrad |
| Ms. Vurnetta Taylor | Ms. Nell Laraway |
| Ms. Inez Perry | |

Emily gave an online demonstration on the registration process to access the library system ebook collection. She also gave an online tour of the new Nashville Town website and the expanded library portion of this website. New features include access to the monthly library events calendar, descriptions of the adult, teen and children collections, and useful links to online resources available for all library users.

Reading of the Minutes from the February 15, 2018 meeting

Librarian Report

Report highlights: receipt of a LSTA grant to purchase new public use computers; a very popular income tax preparation help project; various library activities including digital literacy classes, take & make craft projects, children story-time sessions, and murder mystery dinners.

The library and the Parks & Recreation department worked together on a reading project at Nashville Elementary. Every student in the school received a copy of the book "Adventures of a South Pole Pig". (Board member Carrie Conrad commented that her child enjoyed taking part in this program).

Unfinished Business

Emily informed the board that the secretarial duties for all of the Nashville Citizen Advisory Boards will be handled by the Tesa Silver, the new town deputy clerk. Consequently the board needs to fill only the chairman & vice chairman positions. Inez Perry nominated Carrie Conrad for the vice chairman position. The nomination was seconded by Vurnetta Taylor and approved by a unanimous voice vote. Nell Laraway was nominated for the chairman position by Carrie Conrad and seconded by Inez Perry. Her nomination was also approved by a unanimous voice vote.

New Business

Emily said that one of her new projects is to complete a written Policies & Procedures Manual for the library. She also asked for volunteers to take part in a Facebook live reading program of children's books. Library employee, Otis Chancey, was the first reader in this program.

Announcements

The dates for the 2 remaining 2018 quarterly Board meetings are August 16 and November 15. The meetings will be held at 5PM in the library.

Adjournment - 5:46 PM

- b. Librarian Report -Mrs. Enderle provided the Board with the Director's report. The report read as follows:

Director's Report

- Children's Book Week FB Live recordings reached 519 people.
- Blooming Festival booth was a hit- sold books, gave away SRP brochures, magnets and fans. Fans were VERY popular and will be repeated next year. We heard back from some of our SRP participants that they heard about the program from that booth.
- The Summer Reading Program was a smashing success. We had a 97% increase in patron sign-ups and together the town read over 1,000 hours during the month of July. We opened the program with a performance by Sciencetellers which combines storytelling with science experiments and ended the program with a performance by a marionette puppeteer. Surveys collected so far have been overwhelmingly positive about the new structure of the program. People especially liked that we had special programs aimed at adults or families rather than just children and they also liked that we included all types of reading rather than just books.
- Braswell Memorial Library has launched Student Access cards which provide every student in Nash-Rocky Mount school system with a limited card. These cards can be used to checkout five items and access e-resources but cannot check out dvds and are only usable for juvenile materials. At the same time, their system has also transitioned to all of the Children and Young Adult materials being fine free. We are considering asking for permission to do the same but in the meantime, are looking at alternative ways to have patrons pay off fines such as Food for Fines, Read Away the Overdue Blues, Pet Food for Fines, volunteering at the library, etc.
- Most books from the Book Trader donation have now been dispersed, through programs like Sherlock Holmes Free Mystery Book Day, Free Book First Friday, Blind Date with a Book, and donating to charities. We have released a set of guidelines for donating books as we are trying to avoid becoming the book depository for moldy, bug-infested books. *website and facebook*
- The EDGE grant, which provided the library with brand new free computers, has been executed and should have been refunded to the town by now. In payment for the computers, the H.D. Cooley Library will be offering more digital literacy classes throughout the year. We will be purchasing the EZ grant items next month which will provide us with new computer desks, two new patron scanners, new computer chairs, a portable projector, and a portable projector screen to assist in the increased level of digital literacy classes.
- We have been given the green light to have the interior of the library repainted and are looking for recommendations on paint colors.
- I will be having a minor surgery on August 28th and will be out for about a week but will be reachable by email if you need me for any reason.
- Programming Committee is working on planning the rest of the fiscal year. If you have any suggestions, please let us know.
- In the next few months we will be submitting grant requests, Public Library Survey (annual stats gathering), and the State Aid survey which determines how much State support we will get this fiscal year.

- c. The Town Board is allowing the interior of the library to be painted and Mrs. Enderle asked the Board on their opinions on a color based on the swatches she presented. The Board selected several colors for the staff to vote on for a final selection.

d. Mrs. Enderle provided several updates on ongoing projects.

- i. She will be collaborating with Mrs. Bishop and Parks, Recreation, and Cultural Resources on some future events; they are thinking of doing a poker night before the end of the year as well as collaborating for Santa Storytime and a Christmas movie showing. Mrs. Enderle is also considering holding a Bollywood Movie Night.
- ii. The library would like to expand on the One School One Book reading project. She would like to see it expand within the community and not just reach children at Nashville Elementary.
- iii. The library received a donation of a new 740 piece LEGO set for the LEGO drive and they are still accepting donations.
- iv. Cardinal: Barcoding is going well; all barcoding must be completed by April of 2019 and the staff is ahead at this time. Mrs. Enderle would like it completed by New Year's. The staff is also doing well with replacing patron cards.

Ms. Richardson asked if they were able to kick off the mobile book program. Ms. Enderle stated because of transportation issues they were unable to provide this service. They wanted to do this to provide books to the elderly as well as to people who are unable to get to the library. In lieu of this there is a service through the State Library that will mail books to patrons who are handicapped, blind, or physically unable to go to a library; the qualifications are minimal to receive service. The State Library mails the books out and sends a return envelope for people to be able to return books and they may actually do DVDs as well.

3. Unfinished Business

There was no unfinished business to discuss.

4. New Business

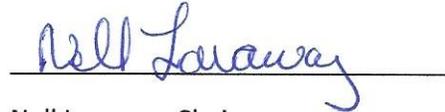
- a. Friends of the Library-The library is in need of a Friends group. The fundraising that they have done to support the library in the past is really needed for the library to continue to maintain the level of service and programming that it is currently providing. Mrs. Enderle has had several people who have stated they would love to help but she really needs someone to chair the group. Mr. Taylor stated that the group would need a president, a treasurer and other members to help. Ms. Richardson wanted to know what the Friends group exactly was. Ms. Cooper explained that they were a fundraising group who were there to support the library; that those who participated would get their friends involved and that is how they grew the group. Ms. Enderle explained the former group had money remaining when they disbanded. They have donated all those funds but \$1,000 with the hope that another group will form and that the \$1,000 will be the new group's start up for fundraising. Ms. Cooper explained how they organized an event each year and with that one event they typically would raise between \$4,000 to \$5,000.

5. Meeting

- a. The next meeting will be Thursday, November 15, 2018 in the conference room at the Harold D. Cooley Library.

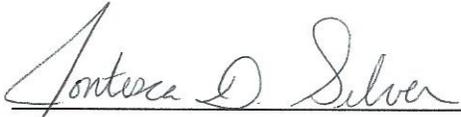
6. Adjournment

Chair Laraway called for a motion to adjourn. Ms. Conrad made the motion to adjourn, seconded by Ms. Perry. Chair Laraway called for a vote, the motion carried unanimously. The meeting adjourned at 5:50 pm.



Nell Laraway, Chair

Attest:



Tessa Silver, Deputy Town Clerk