

The Harold D. Cooley Library Advisory Board for the Town of Nashville held an Advisory Board Meeting on Thursday, September 12, 2019 at 5:00 pm in the conference room at the Harold. D. Cooley Library. Members Present: Chair-Nell Laraway, Vice Chair-Carrie Lee Conrad, Inez Perry, Ekaterina Belaya-Sykes & Council Member Liaison Charles Taylor. Absent: Vurnetta Taylor, Joyce Richardson, & Timothy Yauch. Staff Present: Emily Enderle-Library Director, and Tesa Silver-Deputy Town Clerk & Personnel Technician.

1. Ms. Laraway called the meeting to order at 5:05 p.m.
2. Minutes
 - a. Ms. Laraway stated that the board needed to approve minutes for the meeting held on Thursday, March 14, 2019. Ms. Laraway made the motion to approve the minutes as written for the regular meeting held on Thursday, March 14, 2019, seconded by Ms. Perry. Ms. Laraway called for a vote; the motion was unanimously passed (5-0).
3. Librarian Report -Mrs. Enderle provided the Board with the following Director's report:

Director's Report

- Summer Reading Program had 232 participants which is an increase over last year's number of roughly 208. This year we had 67 adults, 41 teens, and 124 children.
- Fine Free Summer Reading has now ended. September and October will be the control months where we gather the data for the usual overdue rates for comparison to the Fine Free period.
- Annual report to the State Library is coming due in September as well as the final grant report in late August for the computer lab renovation.
- Fall Fest will be on Halloween this year. We would love to have other departments volunteer to man some stations as this event brings in over 400 people each year. After the event, the Chamber of Commerce will be offering trick or treating in the Historic district and then Parks & Rec will be showing their outdoor movie "Hocus Pocus" in the library parking lot, weather permitting.
- We promoted Melody Pridgen to a full-time position where she has begun to take over the program planning and execution as well as the marketing.
- Library is always looking for volunteers to run programs on various topics, for all age groups. Please let me know if you, or someone you know would like to share their love of a certain topic or hobby with the community.
- Attended NC Public Library Director's Conference and got the word out about my position coming open soon.
- Submitted final grant report for the I,STA grant
- Friends of the Library has disbanded and donated the rest of the funds to the library.
- Work continues on the Policies & Procedures Handbook

4. Unfinished Business

There was no unfinished business to report. Ms. Laraway stated that she has hopes that a new Friends group will develop in the future.

5. New Business

a. Clarification of Nashville Town By-Laws concerning Advisory Committee Meetings

Ms. Laraway wanted additional clarification on the minutes Mrs. Silver prepared for the June 6, 2019. Mrs. Silver explained it was done that way due to a lack of a quorum. Mr. Taylor reiterated the need for the document to be created with the members present stated. Ms. Laraway also reminded the board of the section of the by-laws that states if a member misses 3 meetings then they can be removed from the board.

b. Mrs. Enderle reviewed changes she intends to make to the Library's policies and procedures with the board.

6. Announcements

a. Mrs. Enderle could not be present for the next scheduled meeting; the board came to a consensus to move the next board meeting to, Wednesday, December 4, 2019 at 5:00 p.m.

7. Adjournment

Ms. Laraway made the motion to adjourn, seconded by Ms. Perry. Ms. Laraway called for a vote; the motion was unanimously passed (5-0). The meeting adjourned at 5:54 p.m.


Nell Laraway, Chair

Attest:


Tesa Silver, Deputy Town Clerk