

LIBRARY BOARD MEETING

April 12, 2018

The Library Board of the Buncombe County Public Libraries held a regular meeting on April 12, 2018, in the Lord Auditorium at Pack Memorial Library. Board Members present were Karen Dugas, Lindley Garner, Raymond Griffin, Michael McCue, Ruth O'Donnell, Amanda Smaridge, Stefan Stackhouse, Barbara Weatherall, and Linda Wilkerson. Also present were Buncombe County staff members Georgianna Francis, Library Director; Brandon Freeman, Buncombe County Staff Attorney; Jim Holland, Buncombe County Assistant County Manager; and Clint Shepherd, Buncombe County General Services Director.

Ms. Francis called the meeting to order at 6:00 p.m.

Welcome and Introductions:

Ms. Francis welcomed all board members to the first meeting of the Library Board, introduced herself, and asked others present to introduce themselves to the group.

After introductions, Ms. Francis Reminded the Board members of the need to avoid both conflicts of interest and appearance of conflict. Mr. Griffin stated that his spouse is a County employee and works in the Library's Administration department, and that this will not affect his actions on the Board. Ms. Dugas informed the Board that she was a substitute Librarian and the president of the Buncombe County Friends of the Library association.

Review of Resolutions Appointing the Library Board:

Mr. Freeman reviewed the resolution of the Buncombe County Board of Commissioners and the amendment thereto that created the Library Board and the legislation that allowed the Buncombe County Board of Commissioners to create Library Board. Mr. Freeman also reviewed the duties with the which the Buncombe County Board of Commissioners has charged the Library Board. The Board discussed whether the charge of the Board would include reviewing and advising the Board of Commissioners on library policies, issues of liability for the Library Board, and defense of the Board should the Board be sued. Mr. Freeman stated that the Library Board is likely not an entity that can be sued and that the County has the authority to extend its defense to individuals named specifically as long as there are no illegal acts.

Bylaws Discussion:

Mr. Freeman led a discussion of bylaws for the Board. A typographic error was noted for correction in the final draft. Discussion focused on setting terms of service limits, the establishment of a regular schedule, and considerations of would necessitate more frequent meetings as the Board becomes operational. Further discussion of meetings included the frequency of regularly scheduled meetings, the need for additional meetings, and different topics to discuss. As an operational matter, Mr. Freeman recommended that motions be presented without need of second.

Ms. Smaridge presented a motion to hold meetings monthly for the next six months. Discussion of the motion included wording for the regular scheduled meetings in the bylaws and the determination of a meeting date, time and location. Mr. Stackhouse presented a motion to accept language suggested by Mr. Freeman for date and time to include monthly meetings on the second Thursday at 6:30 pm and further that the board place this schedule on the October 2018 agenda for review. The Board unanimously passed the motion.

Ms. O'Donnell presented a motion to hold meetings at Pack Memorial Library, 67 Haywood St., Asheville, NC 28801, which passed unanimously.

Mr. Stackhouse presented a motion to approve the bylaws as amended. After discussion of specific points, the motion passed unanimously. Ms. Wilkerson asked to have the minutes reflect that there is concern by the Board for those who may be interested in attending, whether they be library staff or the public.

Mr. Freeman agreed to be parliamentarian for the election of officers. Discussion then focused on determining the initial terms of service, with Mr. Stackhouse suggesting a drawing for the terms by districts. By drawing, these terms were determined:

- District 1: One year – Barbara Weatherall
 Two years – Linda Wilkerson
 Three years – Raymond Griffin

- District 2: One year – Ruth O'Donnell
 Two years – Amanda Smaridge
 Three years – Stefan Stackhouse

- District 3: One year – Lindley Garner
 Two years – Michael McCue
 Three years – Karen Dugas

Ms. Dugas moved to approve the terms as drawn. The motion passed unanimously.

Election of Officers:

Raymond Griffin and Michael McCue accepted nominations to be Chairperson. Mr. Stackhouse presented a motion to close nominations, and the motion passed unanimously. By a show of hands, the Board elected Mr. Griffin Chairperson by a vote of 5-4. Ms. Wilkerson moved to ratify the vote board, which passed unanimously.

Ruth O'Donnell accepted a nomination to be Vice-Chairperson. Mr. Stackhouse presented the motion to close nominations and elect Ms. O'Donnell the Vice-Chairperson. The motion passed unanimously. Ms. Smaridge moved to ratify the vote board, which passed unanimously..

Director's Report:

Ms. Francis announced that she will be retiring from the position of Library Director on October 1, 2018. Mr. Holland discussed the search process for the next director and the need for input from the Library Board to establish qualifications and service priorities.

Ms. Francis asked board members to review their contact information and correct it as needed to reflect contact information to be shared under open records law. She reviewed the notebooks and information contained in the tabs. This review included a discussion of the Library's organization chart and a presentation of general information about the library system.

Mr. Shepherd discussed Capital building projects underway to replace the East Asheville Library and renovate the Enka-Candler Library. Additionally, there was a review of potential improvements to Pack Library and other libraries to meet patron needs for quiet study space, meeting rooms and other amenities and potential sources of funding for these improvements.

Ms. Francis provided background information for the Sondley Trust, the Trust Fund for the Asheville-Buncombe Library System, and contracts with the Community Foundation for Western North Carolina for investments. Discussion included maintenance of buildings, the use of outdoor space for library purposes.

Board Discussion:

Mr. Holland suggested that the next meeting include a review of the proposed budget for the library for Fiscal Year 2019.

Mr. Freeman reviewed the nature of emails as public records, the need to be aware that rapid email correspondence could be considered a meeting, and that board members need to be conscious of the fact that discussing library matters in groups five or more is only allowed in a properly noticed meeting. Mr. Freeman noted that Board Members may speak, email, and/or gather together in groups of four or fewer without triggering North Carolina's open meetings laws.

Ms. Dugas invited board members to the Mountain Area Friends of the Library workshop being held at Pack Library the morning of April 21.

Mr. Stackhouse announced that on Saturday, April 28, starting at 10:00 am, the Black Mountain Library will be celebrating its 50th anniversary at its current location.

Ms. Weatherall announced that Governor Cooper has declared that the week of April 9 is Library Week in North Carolina, which coincides with the National Library Week.

Adjourn:

There being no further business, Ms. Smaridge presented the motion to adjourn at 8:50 p.m. The motion passed unanimously.