

FONTANA REGIONAL LIBRARY
Meeting of Board of Trustees - Agenda
May 9, 2023 4:00p.m.
Albert Carlton Cashiers Community Library

Board Members In Attendance: Wood Lovell, Ellen Snodgrass, Ed Trask, Cynthia Womble, Debbie Tallent, Boyd Sossamon, Margaret Carton (virtual)
Board Members Absent: Stephanie Rodeck, Dennis Cox
Others in Attendance: Tracy Fitzmaurice, Abby Hardison, Jeff Delfield, Serenity Richards, Carlyn Morenus, Meredith Fortner, Lynn Cody

I. Call to order

E. Snodgrass calls to order at 4pm. Roll call of Board Members made and noted.

II. Approval of minutes of March 14th, 2023 meeting

Motion to Approve Minutes of the March 14th meeting

Moved: Debbie Tallent

Seconded: Cynthia Womble

Motion unanimously approved.

III. Review of correspondence and communications

Request for Reconsideration Appeal by Elizabeth Albers

Elizabeth Albers communicated her reasons for appealing the Request for Reconsideration forms she submitted to Macon County Librarian Abby Hardison on March 18th. After receiving her response, she inquired into the processes, desiring more details into the Board's involvement. She communicated her dissatisfaction that none of her concerns regarding content were addressed. Mrs. Albers disputed the value of utilizing professional reviews to justify material inclusion, and felt the cover art on the title *Nick and Charlie* was inappropriately appealing to children. Mrs. Albers acknowledged that neither title was present and on the shelf at the Macon Library at the time she checked them out. Mrs. Albers stated that she felt that library staff should take more responsibility in helping parents monitor their children's reading and both of the books in question should be moved to the Adult section of the library. Mrs. Albers wanted to be notified in writing including the results of votes and considerations to ensure policies are followed. Board Chairperson Snodgrass explained to Mrs. Albers, and the public in attendance, the appeal process and that the board has thirty days to review and respond in writing.

Written Correspondence was received, particularly on Friday before the deadline. Board members acknowledged that all members of the board received copies of the submitted public comments and were able to review. There was duplication of some questions and were responded to as follows by Director Fitzmaurice: the FRL attorney is Dr. Lynn Hogue and he represents FRL Pro Bono. Library staff have not relayed any local citizen's information to the ALA or any other outside group. FRL does not spend money on the

ALA website. Some nominal purchases were made through the ALA for promotional materials and professional development books.

When the FRL attorney was reviewing the bylaws and agreements he concurred that because public comment was not in the bylaws it should be discontinued. No vote was required because the bylaws were not changed. No special meetings were held. Jan 13 2013 was the last change to bylaws and was about wording on the committee section. Several people mentioned the book *Lawn Boy* which is in the adult section. Several the comments stated that there had been accusations that they wanted to ban books. Library staff have been careful to state that SOME people have asked to ban books. Not everyone. Director Fitzmaurice confirmed that FRL will work with county managers on the Regional Agreement after budgets have been completed at the county level, and no date has been stated at this time. Board members reported that there were five emails from library card holders expressing support for the Macon County Library

IV. Report from the Regional Director
See Attached Director's Report

V. Financial Reports

Approval of budget amendments FY2022-2023

Lynn Cody distributed copies of the amendments and the updated budgets. L. Cody updated the board members on the purchase of the Ranger Truck for the FRL courier along with a camper shell. A warranty and service plan were also acquired and the total price came in under budget at \$42,000.

Motion to Approve budget amendments

Moved: Cynthia Womble

Second: Debbie Tallent

Motion unanimously approved.

Approval of budget FY2023-2024

Lynn Cody outlined how budgets were constructed and the projected increases in benefit costs in the next fiscal year. Salaries and benefits comprise 71% of the budget and county funds go directly to cover those salaries. Grants are an asset which allows for outreach, some of which pass through the organization, while others are administered as reimbursements after the required reporting is submitted. The budget changes throughout the year as income and outgoing funds are adjusted.

The MBL Expansion funds are maintained in a separate account apart from the operating expenses for the library with absolutely no co-mingling. This new renovation will allow for greater services and will take MBL from under 10,000 square feet to just under 16,000. The donation system allows for funds to be dedicated specifically to the expansion and not for other purposes.

There was some confirmation of budget specifics such as the COLA rate (8.7%), and some clarification of the expansion project (increase in building footprint in three directions, modifications to parking lot, status of sewer line discovered on the property).

Motion to approve FY2023-2024 budget

Moved: Debbie Tallent

Second: Ed Trask

Motion unanimously approved

a. Update on grants

i. LSTA Kitchen Literacy Grant

The kitchen grant reimbursement is complete.

ii. Digital Inclusion

The grant report is due before the 15th of the month. Unlike the Kitchen Literacy Grant, the Digital Inclusion grant is much bigger and requires much more reporting. Further details are in the librarian's report.

VI. Report of committees (if needed)

None

VII. Unfinished business

a. Update of Marianna Black Library building project

Now waiting to see what the county will budget, and funding is currently at 975K with local and state allocations. There will be a video added to the website soon done by Swain High students. Fundraising is still in the quiet phase and there will be meetings set up soon with major donors. There are plans to engage with partners such as Southwestern Community College and local businesses and analyze outcomes and reach of the library.

b. Update on Nantahala Community Library facility

Ed Trask stopped by to look at the new building recently. The overhang shows some electrical work has been done and some plywood inside. There is a table set up with chairs for workers. No other progress is evident and no information has been provided from Macon County regarding progress or developments. There were questions regarding the community room and funding of renovation.

VIII. New business

a. Collection Development Policy Approval

The change in the Collection Development Policy is because when it was approved in January it included language that during an appeal that a patron would speak during

public comment. The purpose of the revision is to codify the appeal process and in the future appeals will be added as an agenda item.

Motion to Approve update to Collection Development Policy

Moved: Cynthia Womble

Second: Ed Trask

Motion unanimously approved

b. Travel Policy

It was approved at the March meeting the 45 cents per mile rate would be increased to 65 cents. To avoid having to revise the policy with every reimbursement increase the policy will now state, "reimbursement for mileage will be at the standard rate set by the IRS."

Motion to approve policy change.

Moved: Boyd Sossamon

Second: Wood Lovell

Motion unanimously approved.

c. Surplus of Ford Freestyle vehicle

When the new Ranger is ready it will be swapped with the HQ vehicle which will replace MCPL's Ford Freestyle.

Motion to surplus Ford Freestyle.

Moved: Cynthia Womble

Second: Debbie Tallent

Motion unanimously approved.

Surplus vehicle: Bid or sell Freestyle

Wood moves to sell the Freestyle in the same process that was used for the Rover.

Motion to Approve sale in the same process used to sell the Rover.

Moved: Wood Lovell

Second: Debbie Tallent

Motion unanimously approved.

d. Diann Ball's retirement celebration

Diann Ball is retiring after 50 years at FRL and Director Fitzmaurice requested to have a retirement gathering at Land's Creek Community Hall at 3pm on June 30th, and would like the FRL Board to approve. Diann will receive a service award and possibly a proclamation from Swain County and/or Bryson City. Administration plans to close the libraries early that day so staff can attend in honor of this unprecedented occasion.

Motion to approve allocation of funds for retirement celebration for Diann Ball.

Moved: Cynthia Womble motions to approve \$750 for 50th retirement celebration

Second: Wood Lovell

Motion unanimously approved.

e. Nominating Committee for FRL Officers

The next FRL meeting will include the election of officers: Chair, Vice Chair and Secretary. Due to the responsibilities of the MBL building campaign the current chair will not stand again. The responsibilities of the Chair include executing contracts and e-signing documents for the State Library of North Carolina and other entities. It requires availability for meetings, conversations, texts, phone calls, as well as in person with Director Fitzmaurice and Lynn Cody. There is a lot of work and time put into meetings, agenda items and backup materials, sometimes with two-hour time frames. The Chairperson must also be available to the media, monitor the Trustees account for emails, and respond to the emails for that account. It could also be necessary to be in person at HQ for meetings and for signing checks if the director is unavailable. The Vice chair could be required if the Chair is not available.

Board votes in July; Nominating committee or people who volunteer can vote in July

Wood Lovell moves to appoint a nominating committee now including himself. Cynthia Womble and Boyd Sossamon agree to be on the committee.

Moved: Wood Lovell

Seconded: Cynthia Womble

Motion unanimously approved.

IX. Executive Session (if needed)

X. **Adjournment**

There being no other business, the meeting was adjourned at 5:45 p.m. The next meeting is scheduled for Tuesday, July 11th at 4:00 pm at the Nantahala Community Library in Topton.

Motion to adjourn: Wood Lovell

Respectfully Submitted:



Ellen Snodgrass, Chairperson



Tracy Fitzmaurice, Regional Director