

FONTANA REGIONAL LIBRARY
Meeting of Board of Trustees - Minutes
July 11, 2023 4:00p.m. -
Nantahala Community Library

Board Members in Attendance: Ed Trask, Margaret Carton, Wood Lovell, Ellen Snodgrass, Boyd Sossamon, Debbie Tallent, Cynthia Womble, Rebekkah Watkins

Board Members Absent: None

Others in Attendance: FRL Director Tracy Fitzmaurice, Macon County Librarian Abby Hardison, FRL Finance Officer Lynn Cody, FRL Finance Specialist Meredith Fortner, ACCCL Librarian Serenity Richards

- I. Call to Order, roll call, and welcome to new board members.
Meeting called to order by Chair Snodgrass and roll called. Time: 4:00 pm
New FRL board member Watkins introduced herself.

- II. Adjustments to and approval of the agenda
No adjustments were made to the agenda.

- III. Approval of Minutes of May 9 & June 5 meetings
Motion to do approve the minutes for both meetings
Moved: Debbie Tallent
Seconded: Margaret Carton
Motion unanimously approved

- IV. Review of correspondence and communications
 - a. Request for Reconsideration Appeal by Diann Catlin

Mrs. Catlin was not present at that time; Chair Snodgrass stated that the board could circle back to the issue later in the meeting to allow for additional time for Mrs. Catlin to arrive. At 4:42 pm Ms. Catlin arrived and stated her appeal. She acknowledged the positive professional reviews for the book *It's Perfectly Normal*; however, she did not agree with them. Her request was to move the item to the adult collection. Mrs. Catlin read several passages from the book which she believed to be sexually explicit, offensive, and pornographic. She stated that she believes the book is inappropriate for children because they are not capable of understanding the long-term consequences of their actions and that parents who teach their children abstinence would not want them exposed to books with this content. Ms. Catlin stated that any sexually explicit books should be removed from the children's section.

Chair Snodgrass asked if the board was ready to vote on the appeal request to move the title to the adult section. There was clarification between board members and FRL Director regarding the intended specific age range of the Juvenile and YA collections and the specified age range for the book in question, which was for ages 10 and up. Additional questions were answered such as the age of the book (29 years in print with several revisions,

the revision in question being published in 2014) and where other libraries have the book shelved (80 copies in Cardinal, also in Juvenile nonfiction).

Chair Snodgrass requests a motion to move to adult section

Moved: Ed Trask

Seconded: None

No vote or action was taken on the title, which will remain in its location.

V. Director's Report

See attached report.

Discussion regarding the NC Cardinal system and how the internal algorithms determine which book in the system is selected to fill a requested hold. Also discussed was the selection criteria and process for acquiring new books as well as options for fulfilling requests such as Cardinal and Interlibrary Loan.

VI. Financial Reports

a. Approval of Budget Amendments FY2023-24

Lynn Cody presented the FY2023-24 budget for review and approval. Swain and Jackson counties both increased their funding, while Macon County did not. Adjustments were made to balance the budget after the approved county funding was announced. The original budget request contained funds for the new Nantahala Community Library location which was not approved; however, the county's renovation of that location continues and there may be funds leftover that could possibly be allocated for furnishings and equipment. Lynn Cody also briefly described the recent state training with regards to new financial rules which include mandatory allotments set aside to cover accrued time off as well as changes in the practices concerning contracted services and leases that must be submitted for review.

Motion to Approve amended budget

Moved: Cynthia Womble

Seconded: Margaret Carton

Motion unanimously approved

b. Update on grants

i. Digital Inclusion

FRL has spent over \$70,000 for the Digital Inclusion Grant and is in the process of getting reimbursement funds back from the state. Director Fitzmaurice has completed the June reports for the Digital Inclusion grant which will wrap up at the end of September.

ii. LSTA Kitchen Literacy Grant

The final report for this grant is complete and reimbursement has been received.

c. eRate funds for Nantahala Community Library project

eRate approval for the new NCL facility was approved but the equipment cannot be installed and switched on until the building is complete and ready to move into. If the equipment was installed before the official move date, the current facility would be without internet.

Additional discussion included specifics for the specifics regarding 6.1% increase in employee health coverage and the overhaul of the state retirement system which may impact current and future employees. The Macon County vehicle Ford Freestyle has been swapped out with the HQ Ford Edge. The process of selling the Freestyle can now begin, which is estimated to be listed on July 17th and end 14 days later and will be listed on Autotrader. As the vehicle was moved to surplus at a previous meeting no further action was determined necessary.

VII. Unfinished Business

a. Marianna Black Library Building Project

Swain has a new video tour for the new library expansion project that was done by high school students. The sewer project will be started soon and an engineering company should be coming before the end of the month. The library should not have to close during that work, but the parking lot will be impacted. The building project has been awarded a \$400,000 grant from Dogwood Health Trust. They have secured close to \$1.4 million at this time and need \$5.3 million for the project.

b. Nantahala Community Library Facility

Fundraising and possible grant sources for funding were discussed including local interested citizens, the Macon Friends of the Library, Dogwood Health Trust and the Nantahala Health Foundation.

VIII. New Business

a. Personnel Policy revisions

- i. Bereavement
- ii. Personal Days

There are three proposed revisions to the Personnel Policy Leave of Absence section. FRL does not currently provide bereavement leave, which other libraries and entities do provide. Full-time eligible employees would qualify for 5 days and part-time eligible employees would qualify for one half of that in the instance of the death of an immediate family member which could be used over a 60 day period. In the event of a close relative or friend it would allow for 1 day for full-time employees and 4 hours for part-time benefited employees.

The second revision is in regards to leave accrual rates. Our accrual rates for 2 years or less 6.67 hours per month and the proposal is to round that up to 8 hours. Other accrual rates would remain the same.

The third revision is to change the petty leave classification to personal leave and would allow for holidays. It would be earned every 3 months. This leave does not roll over at the end of the year. Personal days could also be used for volunteer service.

Debbie Tallent proposed to amend the policy to change for bereavement to only include family members and not include friends. Cynthia Womble confirmed that federal leave

policies only include family members. Director Fitzmaurice confirmed that making that change would be carried out.

Motion to Approve policy revisions with the amendment to allow for Bereavement Benefits for immediate and close family only.

Moved: Cynthia Womble

Seconded: Rebekkah Watkins

Motion unanimously approved

b. Election of Officers

Wood Lovell reported that the officer nominating committee, which was composed of Cynthia Womble from Swain County, Boyd Sossamon from Jackson County, and Wood Lovell from Macon County, had numerous discussions and they recommended Margaret Carton be considered for chair, Cynthia Womble for vice chair and Debbie Tallent to continue as secretary.

Chair Snodgrass confirmed that there were no additional nominations.

Motion to Approve: Rebekkah Watkins

Seconded: Boyd Sossamon

Motion All in favor with exception of Ed Trask who abstained.

c. Conflict of Interest Policy Statements

Director Fitzmaurice confirmed with the board members that they must be signed and submitted each year and that she would be sending them out. They are required by the State Library of North Carolina.

IX. Other Business

Cynthia Womble thanked the outgoing officers of the board for their service and dedication during their terms, of which Chair Snodgrass and Vice chair Trask served for six years, and Secretary Tallent for three years. They will stay on the board until the end of their terms.

X. Executive Session: No executive session needed.

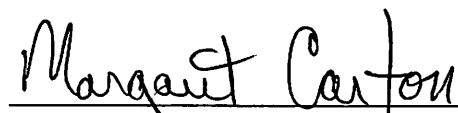
XI. Adjournment

Motion to Approve: Wood Lovell

Seconded: Debbie Tallent

Meeting adjourned at 6:02 p.m.

Respectfully submitted:


Margaret Carton, Chairperson

Date: November 14, 2023


Tracy Fitzmaurice, Regional Director

Date: 11/14/23