



**Action Minutes**  
**Library Board of Trustees**

**Meeting Date/Time:** September 13, 2021 at 5:30 pm, Virtual Meeting - Zoom

**Members Present:** Tiffany Allen (Chair), Blaine Schmidt (Co-chair), C. Lucas Beal, Nicole Klett, Ruth Morgan, Dawn Rivers, Judson Williamson, June Dunnick, Alison Smith

**Members Absent:**

**Liaisons Present:** Martha Brunstein (Friends of the Library), Tom Wiltberger (Foundation Chair)

**Council Members Present:** Jess Anderson (Council Liaison)

**Staff Present:** Susan Brown (Library Director)

<b>Agenda Item</b>	<b>Discussion Point</b>	<b>Motion/Votes</b>	<b>Action</b>
<b>Call to Order</b>	Meeting called to order at 5:30 pm	N/A	N/A
<b>Approval of Minutes</b>	Approve May Action Minutes	Rivers motioned Williamson seconded	Unanimously approved
<b>Foundation Update</b>	Tom Wiltberger – First half of year = strategic planning. New core focus = planned giving. Hiring a website designer to build a new website.	N/A	N/A
<b>Friends Update</b>	Martha Brunstein – Total income for FY21 = \$112,000. Gave \$211,000 to library, with funds pulled from reserves to pay for additional parking spaces. Projecting \$131,000 income for FY22, \$117,000 will go to the library. Upcoming themed, popup book sales coming in Sept. and Oct. Diverse books campaign was a success, with \$16,000 raised (\$1,000 over goal).	N/A	N/A
<b>Director's Report</b>	Susan Brown – Update on operations during Covid-times: now open for browsing and public computing. Outdoor programming = Story Time, Sunday STEAM, Science in the Stacks. Lower-level Update: there is a high demand for workspace. With \$\$ from Foundation, plan to buy all new fixtures and furnishings for the lower level. Co-working room will become digital media lab (more open, visible, no appointment needed). Current digital media lab will become staff workspace. Friends bookstore will become online only, not sure what will become of the brick-and-mortar space yet. The Friends now have a dedicated office space. Library developing a Community History Lab, will continue to provide space for Historical Society collections and programs.	N/A	N/A
<b>Old or Ongoing Business</b>	Tiffany Allen – Petition to Orange County about funding (sent in April). Chapel Hill Mayor has engaged the Orange County chair. Reiterate request for a facilitator.	N/A	N/A

<b>New Business</b>	Topics to explore: Rivers – plans for outreach – taking the library into the community Morgan – activities and projects for children with special education needs Klett – behind the scenes at the library – whose doing what, volunteer presence	N/A	N/A
<b>Adjournment</b>	Meeting adjourned at 6:25 pm	Schmidt motioned Rivers seconded	Unanimously approved