



**Library Board of Trustees**

**Library Board of Trustees Retreat  
ImaginOn, McGuire Woods Boardroom  
Monday, May 9, 2022, 4:00pm – 7:00pm**

**Trustees Present**

Ailen Arreaza  
Rob Harrington  
Joe Helweg, Chair  
Gloria Kelley  
Dr. Kimmerly Martin  
Tracy Montross  
Brandon Neal  
Dr. Amy Hawn Nelson  
Charles Thomas  
Dr. Ricky Woods

**Staff Present**

Shelley Book  
Asha Ellison  
Jenni Gaisbauer  
Pamela McCarter  
Caitlin Moen  
Angie Myers  
Chantez Neymoss  
Marcellus Turner

**Others Present**

Mark Kutny  
Gina Esquivel, Civic Canvas  
Alessandra Arrington, Civic Canvas

**Absent**

Jon Buchan

Joe welcomed everyone to the Board Meeting at 4:00pm.

**Library Director Report**

Caitlin Moen and Martha Yesowitch presented the following action item for approval:

- Action: Authorize CEO Marcellus Turner to execute partnership agreement with Novant Health

**Charlotte Mecklenburg/Novant Health Partnership Overview**

Partnership vision: Create a collaborative and strategic partnership between Novant Health and Charlotte Mecklenburg Library to address social determinants of health, advance health equity, and create sustainable impact across our communities.

**Mission Alignment**

Novant Health exists to improve the health of communities, one person at a time; the Library's mission is to improve lives and build a stronger community.

**Partnership Components**

- Novant will provide a \$500,000 gift to the Common Spark Campaign, in the amount of \$100,000 per year from 2022-26.
- Novant will be recognized in the new Main Library commensurate to their contributions
- Novant will provide programming and services to CML valued at up to \$500,000. Based on community feedback, these services could include:
  - Health screenings
  - Improved access to care via digital means (MyChart access, telehealth, online resources)
  - Health education programs
  - Social determinants of health resources
  - Community connections and referrals to existing services and agencies
  - Workforce development support for neighborhood residents interested in health-related careers
  - Novant Health will cover the cost of physical upfit of Library spaces if and as necessary (walls, dividers, frosted glass are a few possible examples to enhance Library spaces).
  - The Library will provide physical space in identified CML branches, such as time in meeting rooms and study rooms, dedicated shelf and display space and will maintain the spaces via regular maintenance and cleaning.
  - The Library will provide security for the space as with the rest of the branch.

**Partnership Details**

- The relationship is for a term of 5 years.
- The agreement may be terminated by either party with 30 days written notice if either party feels a breach of contract has occurred and not been rectified.

**Exclusivity**

Novant will be designated the exclusive “healthcare and wellness” provider during the terms of this agreement.

CML will not offer similar opportunities to Novant competitors (named as hospitals, healthcare entities, wellness centers, healthcare-related private equities, urgent care, healthcare retail stores and companies, and telehealth entities).

Exclusivity does NOT preclude the Library continuing to work with the Public Health department or other health entities with which Novant already has a relationship (such as ONE Charlotte Health Alliance).

The exclusivity also does not affect any Mecklenburg County-provided health benefits to CML to employees.

**Phase One Programming**

Where? West Boulevard and Hickory Grove Libraries

What? Health-based programming in response to needs expressed by staff and community members. May include office hours by a Community Health Navigator in existing branch spaces, health education programming by Novant staff, training for Library staff on assisting customers with health research and Novant resources, and/or Mobile health services.

When? Announce gift to The CommonSpark in late Spring 2022. Launch first wave programming at West Boulevard and Hickory Grove in Fall 2022.

Expansion: Continue community needs assessment at additional locations, currently identified as Allegra Westbrooks Regional, Independence Regional, Sugar Creek Branch, and Plaza Midwood Branch. Simultaneous evaluation and iteration of services at West Boulevard and Hickory Grove.

Undecideds: What will the program of service and partnership be called?

At 4:19pm, before the Board discussion started, Brandon Neal and Rob Harrington recused themselves from discussion and voting.

The board began an in-depth discussion on the action item that included questions around what exactly exclusivity did and did not include, data sharing and data governance.

Library staff will follow-up on several topics including:

- Confirmation on right of first refusal
- Thorough data governance
- Documentation of how the in-kind donation will be rolled out

On a motion by Tracy Montross, seconded by Charles Thomas, the board unanimously approved the Library CEO to execute the partnership with Novant.

#### Racial Equity Task Force Report Deep Dive

Gina Esquivel and Alexandra Arrington presented the Racial Equity Task Force Report. Topics included:

- Analysis of Current State
  - Historical Overview
  - Environmental Awareness
  - Research and Input Methods Benchmarking
- Summary of Findings
  - Cultural Assessment
  - Readiness Assessment
  - Equity Vision
  - Overview of Focus Areas
  - Institutional (Governance)
  - Culture
  - Programming
- Workforce 19 Racial Equity Tools
  - Equity Framework
  - Scorecard
  - Implementation Guide
  - Conclusion

The Board participated in exercises to determine:

- Highest priorities
- Short-term goals of the implementation plan
- Resources needed to implement the plan
- Role of the Board of Trustees in the implementation of the plan and recommendations
- Internal and external communications plan

On a motion by Joe Helweg, seconded by Charles Thomas, the board adjourned the meeting at 7:00pm.

Respectfully submitted,

Marcellus Turner  
CEO