



Library Board of Trustees
Library Board of Trustees Meeting
Zoom Meeting
Monday, April 20th, 2020, Noon – 1:30pm

Trustees Present

Jennifer Appleby
Ailen Arreaza
Rob Harrington, Chair
Joe Helweg
Gloria Kelley
Kimmery Martin
Brandon Neal
Charles Thomas
Ed Williams
Dr. Ricky Woods

Staff Present

Kevin Bittle
Shelley Book
David Dillard
Seth Ervin
Dana Eure
Jenni Gaisbauer
Lee Keesler
Julia Lanham
Pamela McCarter
Caitlin Moen
Angie Myers

Others Present

Mark Kutny
Susan Patterson

Trustees Absent (with cause)

Rob Harrington welcomed everyone to the first Board of Trustees meeting held via Zoom and thanked everyone for their time.

Minutes

Mr. Harrington requested a motion to approve the minutes from the Board of Trustees meeting held on March 16, 2020. On a motion by Charles Thomas and seconded by Joe Helweg, the Trustees unanimously approved the March 16, 2020 meeting minutes.

Chair Report

Mr. Harrington reported the Beatties Ford Road Regional Library has been re-named the Allegra Westbrooks Regional Library -- Beatties Ford Road in honor of Ms. Westbrooks' contributions to the Library and community. The building signage has been updated.

Committee Reports

Nominating Committee

Jennifer Appleby reported the Nominating Committee requests approval from the Board of Trustees to recommend Amy Hawn Nelson for appointment by the Board of County Commissioners to fill the unexpired term vacated by Ellen McIntyre. Ms. Appleby reviewed Ms. Nelson's qualifications with the Board.

Action Item:

After some discussion and on a motion by the Nominating Committee, seconded by Charles Thomas, the Board of Trustees unanimously approved the recommendation of Amy Hawn Nelson to the Board of County Commissioners to fill the seat on the Board of Trustees vacated by Ellen McIntyre.

Real Estate Committee

David Dillard provided the following updates:

- The Library and the County were underwhelmed with the results of the sub-contractor selection process and outcome used by Rodgers Builders for the Main Library project. The County's Asset and Facility Management (AFM) team has intervened and brought in a consultant to assist with finding a more diverse group of sub-contractors.
- Land on Shopton Road was purchased in 2009 with the intention of building a regional library, and is no longer suitable for that purpose. The County's Joint Use Task Force is working with AFM to see if the land is needed for another use before offering it for sale.
- The City of Charlotte is providing pedestrian enhancements to the area around the West Boulevard library branch including pedestrian beacons and walkways. The Real Estate Committee is requesting that the Board of Trustees authorize the CEO to approve the easement on West Boulevard library property for a pedestrian walkway.

Action Item:

On a motion by the Real Estate Committee and seconded by Dr. Ricky Woods, the Trustees unanimously authorized the CEO to approve the easement on the West Boulevard library property for a pedestrian walkway.

CEO Report

Seth Ervin and Ann Stawski provided an update to the Board on the customer experience and customer engagement during the COVID-19 branch closing period. The following topics were covered:

- Virtual and online programming
- Digital circulation and collection
- Stories of impact
- Customer engagement via email
- Web/online traffic
- Resource promotion
- Social media engagement

Julia Lanham and Angie Myers provided an update to the Board on the employee impact and covered the following topics:

- Employee functions during COVID
- Teleworking update
- Federal assistance available to employees
- Employee salary funding options

Action Item:

On a motion by Charles Thomas, seconded by Ailen Areazza, the Board of Trustees authorized the CEO to create and implement COVID Polices & Procedures for the following 30 days that align with those put in place by Mecklenburg County.

Jenni Gaisbauer noted that next week is National Library Week and next Thursday is Library Giving Day.

Rob Harrington adjourned the meeting at 1:37pm.

Respectfully submitted,

Lenoir C. Keesler, Jr.
CEO