

RED CABOOSE LIBRARY BOARD MEETING MINUTES

April 13, 2023

BOARD MEMBERS PRESENT: Linda Klopf, Valerie Conaty, and Wendy Yager

BOARD MEMBERS ABSENT: Gloria Kelly and Ellen Serra

OTHERS PRESENT: None

The meeting was called to order by Linda Klopf on Thursday, April 13, 2023 at 1:05pm in the Small Meeting Room of the River Bend Community Building with a quorum present.

- I. **Approval of 3/9/23 Minutes:** The board meeting minutes were distributed and reviewed. A motion to accept the minutes as presented was made by Board Member Linda Klopf and seconded by Board Member Wendy Yager. The motion passed unanimously.

- II. **Library Communications:**
 - a. Parks and Rec:
 - i. Liaison Report

Wendy was unable to attend the meeting. Via email Wendy received information regarding the measurements and cost for the Easter egg hunt banner. The library is looking into purchasing a similar banner to advertise the Murder Mystery event.

Parks and Rec voted unanimously to recommend rescinding a document signed several years ago which prevents the library from requesting funding from the town. Linda will be attending the Work Session this evening since this is on the agenda, along with the funding request to cover rent and liability insurance.

- b. Town Council:
 - i. Review of Town Council Meeting and Work Session

Since the liaison was not present, Linda gave the report to the best of her knowledge. The proposed conditional zoning is off the table until February 2025. Metronet presented a promotional presentation at the meeting. There was a vote to remove Councilman J. Castranova as Parks and Rec liaison. This also means he is no longer the liaison for the library or organic garden. Jeff Weaver is now the liaison. A recommendation by Parks and Rec was made to be able to accept sponsorships, etc. from local businesses. The Town Council is currently drafting a donation policy which will clarify allowable fundraising opportunities.

ii. Progress: Funding, Library Home

We are still monitoring progress through the Council Work Sessions and formal meetings for moving toward a permanent home for the library.

III. General Library Operations:

a. Book/Tech Mobile

There were 53 attendees at the book/tech mobile in March. Victoria Hungerford from the Craven County Regional Library Book/Tech Mobile was very pleased with the turnout and hopes the support continues. Wendy will send reminder emails to our patrons on Friday and next Wednesday. Linda will send an email to the Volunteer list. Event listings on the Town website will continue in the same manner.

b. Patrons List

Two new patrons have been added since last month.

c. Inventory Status

Linda and Karen Brown are in the process of putting new books in the "new" section of shelves. Once inventory updates are completed, the previous "new" books will be put into regular circulation. Several new books have been added to the children's section over the past couple of months and will be added to the inventory list soon.

d. Record Keeping

Linda reminded the board members that we need to keep track of extra hours spent for library activities. This will better document the many hours library board members and volunteers spend to bring services to the community.

e. Publicity

Work is continuing on the flyer and tickets for the Murder Mystery event. A formal announcement for the event will be sent out soon. We are planning to use all avenues available to bring awareness to this fun, interactive event.

IV. Financial Report: Gloria provided printed copies of the March 2023 Financial Report.

Linda had a request from the Town Manager asking for a hypothetical amount to cover yearly library expenses for possible budgeting purposes.

V. New Endeavors/Fundraising

a. Murder Mystery Night

The Murder Mystery Night fundraiser is planned for Saturday May 20th and will start at 6:00pm. Wendy reported that planning is going great and we are fully casted. A cast rehearsal is planned for tomorrow at 10:00 am in the Town Hall building.

b. Craven-Pamlico County Book-Tech Mobile

The next visit of the Book-Tech Mobile will be on Friday, 21 April from 2-5pm and will be advertised the same way as the first one. The new signs created for this event seemed to work very well.

VI. New Business:

a. Former Councilman Email

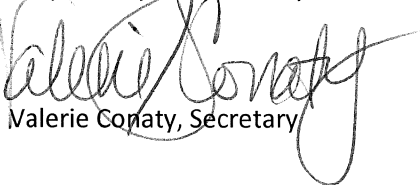
Linda addressed an email disseminated by a former councilman regarding the upcoming request for library funding. Volunteers and library supporters will be contacted to clarify the misinformation.

VII. Visitor Comments:

N/A

VIII. Adjournment: Motion to adjourn was made by Board Member Wendy Yager and seconded by Board Member Linda Klopf. Motion passed unanimously and the meeting was adjourned at 3:03 pm.

Respectfully submitted by:


Valerie Conaty, Secretary

Date: 5/17/2023