



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Library Commission Meeting Minutes July 11, 2024

ATTENDANCE: Sherrie Kuzian, Marlene DeFrancesco, Margaret Boyne

ABSENT: Tammy Sollenberger, Martha Samson, Frances Cate (excused)

COMMISSIONER LIAISON: Kimberly Sherwood

I. CALL TO ORDER

Chairman Sherrie Kuzian called the meeting to order at 10:02 AM

II. APPROVAL OF AGENDA

MOTION: Margaret Boyne, **SECOND:** Marlene DeFrancesco, Agenda approved.

Vote: 3-0

III. APPROVAL OF MINUTES

Motion: Margaret Boyne, **SECOND:** Marlene DeFrancesco, Minutes approved.

Vote 3-0

IV: PUBLIC COMMENT

None

V. OLD BUSINESS

- A. Library Inventory:** Margaret Boyne reported 1,529 books, 1,341 in house, 188 missing, 19 signed out. The committee discussed pursuing another way of doing inventory so that it is less labor intensive and redundant. Margaret Boyne has been researching options in Libib. This agenda item is now closed.
- B. Project List:** On going
- C. Procedures Workshop:** Move to next month when Martha Samson returns. Margaret Boyne has collected data.

D. Workshop for Storage Inventory (JULY 19): 9:30-12:30? Sherrie Kuzian will send an email to all requesting volunteers and confirm details.

E. Workshop for Libib Training: To be determined.

VI: NEW BUSINESS: The committee discussed researching oclc.org to better determine classifications of books. Margaret Boyne has downloaded a list of all books in Libib.

VII. PURCHASES & DONATIONS & BUDGET REVIEW: Second key still needed for donation boxes-Tammy Sollenberger is researching. No donations. Martha Samson has purchased new books.

The finance director needs a list of the library commission's needs for the new building, a brief list was compiled. Gordon Hargrove spoke to us about the renovation timeline and told Sherrie Kuzian she may contact the shelf carpenter at any time for measurements.

VIII. ANNOUNCEMENTS: None

IX. NEXT MEETING AGENDA ITEMS

- A. Project List**
- B. Procedures Workshop**
- C. Results of Storage Inventory**
- D. Workshop of Libib Training**
- E. Needs for the new library.**

X. ADJOURNMENT: Sherrie Kuzian adjourned the meeting at 10:55 AM.