

**Southern Shores Library Committee Meeting Minutes
November 1, 2019**

Attendance:

Advisory Member (non-voting)	Jim Conners	yes
Advisory Member (non-voting)	Gary Perry	yes
Committee Lead (voting)	Mike Fletcher	yes
Primary Member Southern Shores (voting)	Mary Lou Hoffert	yes
Primary Member Southern Shores (voting)	Lilias Morrison	no
Primary Member Duck (voting)	Kevin Wright	yes
Primary Member Southern Shores (voting)	Loretta Michael	yes
Primary Member Duck (voting)	Terri Cullen	yes
Primary Member Kitty Hawk (voting)	Mary Bonsall	yes
Alternate Member Kitty Hawk (non-voting)	Andy Stewart	no
Alternate Member Duck (non-voting)	Christian Legner	no
Guest	Doug Boulter	

A majority of voting members was present
The meeting was called to order at 2:00

- **COMMITTEE LEAD REPORT** – *Michael Fletcher*
Welcome and call to order.

- **APPROVAL OF PRIOR BOARD MINUTES**
Meeting minutes of 1 August 2019, 13 September 2019, and 20 September 2019 were forgotten to be presented for approval.

- **LIBRARY COMMITTEE DELIVERABLES** – *Michael Fletcher*
Per Jim's hand-out this committee is to serve for 9-12 months with brief progress reports presented monthly to the Southern Shores Town Council. Goals are:
 1. Further assess interest in a branch library in Southern Shores;
 2. Explore options and costs to establish such a facility;
 3. Determine necessary next steps to implement this branch library idea;
 4. Complete any other related tasks deemed necessary by the committee; and
 5. Prepare a written summary of committee efforts and findings for presentation to the Southern Shores Town Council and the public.

- **SURVEY REVIEW & PRESENTATION**– *Michael Fletcher*
The survey was closed on 31 Oct. 395 people took the survey of which 60% were from Southern Shores. Respondents were overwhelmingly in favor having a library branch in Southern Shores – 80% for, 17% against, and 3% not sure.

Mike proposed a presentation to the town councils of Duck, Kitty Hawk, Southern Shores, and possibly Martin's Point. The presentation would be limited to survey results and a summary of survey comments. Kevin will prepare the comments survey. Paper copies of survey results and full comments would be available. The presentation was unanimously approved by the six present committee voting members.

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Presentation schedule is:

Kitty Hawk on 4 November at 5pm

Southern Shores on 6 November at 5:30pm

Duck on 4 December at 7pm

Martin's Point on TBD

Following council presentations, the survey results will be publically posted in appropriate venues.

- **OLD BUSINESS**

- TASK #2 (Lilias Morrison): Investigate options for library location. Lilias provided a short written report on her activities.
- TASK #3 (Terri Cullen): Request suggestions from local librarians on what they would suggest for branch services in Southern Shores. Terri provided information on an automated kiosk option for borrowing and returning books. She will continue to gather information.
- Task #5 (Mike Fletcher): Establish and lead a survey sub-committee. Survey committee met on 13 September 2019 and finalized survey. Task Closed
- Task #6 (Mary Lou): Provide pertinent statistics on Dare & Currituck libraries
No update
- Task #8: (Mary): Investigate how Hatteras developed their library in stages.
No update.
- Task #9: (unassigned): Investigate grants for library startups and/or materials.
No update.

- **NEW BUSINESS**

- Task #10: (Kevin): Prepare a summary of the survey comments
- There was discussion on options for initiating a library in Southern Shores, such as a full Dare Co branch library, a limited Dare Co branch library, a Dare Co automated borrow/return kiosk, and a limited option run by volunteers. Lilias will be asked to investigate locations for limited options.

- **ADJOURNMENT**

Meeting was adjourned at about 3:30