

Southern Shores Library Committee Meeting Minutes January 16, 2020

Attendance:

Advisory Member (non-voting)	Jim Conners	no
Advisory Member (non-voting)	Gary Perry	no
Committee Lead (voting)	Mike Fletcher	yes
Primary Member Southern Shores (voting)	Mary Lou Hoffert	yes
Primary Member Southern Shores (voting)	Lilias Morrison	yes
Primary Member Duck (voting)	Kevin Wright	yes
Primary Member Southern Shores (voting)	Loretta Michael	yes
Primary Member Duck (voting)	Terry 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

A majority of voting members was present
The meeting was called to order at 5:03

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

- **APPROVAL OF 6 January 2020 BOARD MINUTES**
Meeting minutes of 6 January 2020 were provided
Motion to approve by Loretta Michael 2nd by Terry Cullen
Minutes were approved by unanimous vote

- **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.

- **OLD BUSINESS**
 - TASK #2 (Lilias Morrison): Investigate options for library location. Lilias provided an excellent proposal from Towne Bank at 6 January 2020 meeting which will be used to go forward. Task closed.
 - TASK #3 (Terry Cullen): Request suggestions from local librarians on what they would suggest for branch services in Southern Shores.
During past meetings, Terry has provided several suggestions from local librarians. Task closed.
 - Task #6 (Mary Lou): Provide pertinent statistics on Dare & Currituck libraries
During past meetings, Mary Lou provided statistics on local libraries. Task closed.
 - Task #8: (Mary): Investigate how Hatteras developed their library in stages.
Mary provided a written report on how Hatteras established their branch of the Dare County Library. Task closed.
 - Task #9: (unassigned): Investigate grants for library startups and/or materials.
No update.

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- On 7 January 2020 at the meeting of Southern Shores Town Council, Mike and Liliias presented the Library Committee findings and made two requests:

The Committee Requests:

- **That the Southern Shores Town Council support establishment of a branch of the Dare County Library at 6 Juniper Trail in Southern Shores to benefit residents of Southern Shores, Duck and Kitty Hawk.**
- **That the Southern Shores Town Council authorize the Southern Shores Library Committee to continue its endeavors and to present this project for implementation by Dare County Commissioners in time to meet the Dare County Budget deadline for years 2020-2021.**

Both requests were approved by Southern Shores Town Council!

- Terry and Kevin met with the mayor and town manager of Duck and reported that there is interest in Duck for closer library services and the Town Council would like a presentation when things are firmer.
- Mary arranged for Library Committee to present to Kitty Hawk Town Council on 3 Feb 2020.

● **NEW BUSINESS**

- Preparations were made for a presentation to Dare County Council. It was decided to meet with several county representatives to inform them of the committee's findings prior to the council meeting. It was decided to prepare a short PowerPoint presentation with main items and a more detailed written hand-out/brochure. The presentation would center on"

PURPOSE – To expand library services to Northern Dare County

BACKGROUND – library committee, survey, value of libraries

OPPORTUNITY – Towne Bank offer of space for \$1/year for 10 year (grab it while it is available!)

It was decided that strawman presentation items would be prepared then passed by email for comment prior to next committee meeting.

- Actions items were assigned:
 - Task #10 (Loretta, Kevin, Liliias): Prepare strawman PowerPoint presentation
 - Task#11 (Liliias): Prepare strawman hand-out/brochure
 - Task #12 (Terry): Secure a presentation spot on Dare County Council meeting schedule, preferably on 18 Feb 2020
 - Task #14 (Loretta): Arrange a meeting with Jonathan Wark, preferably prior to 18 Feb 2020
 - Task #15 (Mike): Contact Jim on his discussion with Bob Woodard

● **CONCLUSION**

Next meeting will be 30 Jan 2020 at 1pm

Meeting adjourned at 6:50