

Davie County Library, Board of Trustees Meeting Minutes

Date & Time: 09-25-2025, 4:00 PM

Location: Davie County Public Library - History Room

Attendees: Brent Ward, Teresa Bivins, Nikki Johnson-Faircloth, David Joyner, John Chandler, Jane McAllister, Glenn Mace, Derrick Wold

Call To Order

On September 25, 2025 the Davie County Library Board of Trustees meeting called to order by Board Chair, Brent Ward, at approximately 4:00 PM.

- **Pledge of Allegiance** - A new practice of reciting the Pledge of Allegiance was introduced by Chair Ward to begin each board meeting. Pledge recited. Board Member McAllister asks if the Pledge is now standard across all boards; the Chair Ward states he is unaware of others but it is a choice for this board specifically.
- **Minutes** - Chair Ward asked for any questions or comments regarding previous month, July 17, 2025, meeting minutes. Minutes were approved after a motion by Member McAllister to update the minutes to have the last name of a person mentioned Mika to Mika Imes.
- **Public Comments** (limit of 3 minutes a person, 5 minutes for a group representative; 20 minutes total allotted for comment period) - No public comments were submitted.

Library Director Wold Report

As requested during the July 17, 2025 meeting, the board requests a better understanding of the library's collection and percurrent process of materials is decided. Director Wold introduced Joe Barbee to present the Operational segment of the meeting,

Operations Report:

▪ Library Collection Development Practices

- The library's collection development policy is based on its mission statement, aiming to serve the needs and interests of the entire community.
- The process is described as a marathon, not a sprint, requiring continuous effort from the staff.
- Three Core Aspects of Collection Development:
 - **Selection of Materials:** New materials are chosen based on research and evaluation, using reviews from qualified professionals with advanced degrees. The library also maintains an "author index," a dynamic list of high-circulation authors like Stuart Woods and David Baldacci, to guide purchasing decisions.
 - **Routine Maintenance:** This is an ongoing, daily process that includes repairing materials and assessing the collection's physical condition. Every book is physically examined at least once per year to check for damage or wear.
 - **Deselection (Weeding):** This is a necessary process to maintain a healthy, relevant, and appropriately sized collection.
 - The term "deselection" is preferred over "weeding."
 - A book is considered for deselection if it has not been checked out in the county in five years or within the North Carolina library consortium in three years.
 - Deselected materials are sold to a company called Better World Books, with the proceeds returning to the library for other projects or materials
- Request for collection development presentation copy to be provided to Board, presenters agree. Attached to minutes for September 25, 2025
- Questions raised by Board members after presentation:
 - Member Nikki Johnson-Faircloth asked when books are scanned, does the tracking system provide detailed history of all maintenance. Joe confirmed and explained each month a different section of the library has routine maintenance scheduled.

- Member Mace asked if there was a process in place for the community to donate books. Joe confirmed and stated the process allows all books to be considered.
- Member Mace and Member Johnson-Faircloth asked for further information on the five-person book review panel used by DCPL to confirm choices made by Joe on what makes it into the library's selection. Joe explained that these individuals could hold advanced degrees but have been in these selection positions for years. Joe confirmed this is a world-wide group and not unique to Davie County.

▪ **Project Updates, Renovations, and Naming Rights**

- **RFID Conversion:** Staff training is being scheduled, and the process of tagging materials is ongoing. The team is currently working on the adult fiction section.
- **Marquee Conversion:** The new marquee, originally expected in August 2025, is now scheduled to ship on October 3rd. The installation will be scheduled after the shipping receipt is confirmed.
- **ADA Compliance Project:**
 - A discussion was held regarding a state-mandated project to build a wider ramp, with options for placement in the front or back of the building.
 - An update was provided on two potential options for creating an accessible entrance, with each estimated to cost roughly \$100,000.
 - Courtyard (Front) Option: This would involve grading, addressing sewer line depth and stormwater drainage, and partially removing courtyard brick to build a level ramp. The tree in the courtyard is also under evaluation due to its roots damaging the brickwork.
 - Back Door Option: This would require narrowing the turn access to the alley, adding cameras and an RFID sensor, securing employee hallways, and installing new ADA hardware on interior doors. This option raises concerns about operational workflow and a potential blind spot for staff at the circulation desk.

Library Activities and Community Events

- **State Library of NC Statistics** - Submitted on September 22, 2025, and the board will be updated if any issues arise.
- **History Room Named and Known Project** - A ceremony was held to honor community volunteers who participated in the "History Room Name and Known Project," and they received T-shirts as a thank you.
- **Partnership with Trellis Supportive Care:** A meeting is scheduled for September 25, 2025 with a representative from Trellis Supportive Care to discuss support for local veterans.
- **Davie County Recreation and Parks: Veteran's Memorial Walk Project:** The library is collaborating with Paul Moore from Parks and Rec on a potential memorial service for veterans, which would involve the library helping find veterans to share their stories.
- The library is participating in several upcoming outreach events:
 - A "Touch a Truck" event in Mocksville on September 27, 2025 from 10 AM to 2 PM, where children can learn about what librarians do.
 - Two events on October 4th: a fall festival in Bermuda Run from 10 AM to 1 PM, and the Davie Safety Day in downtown Mocksville from 3 PM to 7 PM.
 - A fall festival at Habitat for Humanity on October 11th, starting at 10am - 2pm.

Staffing Updates

- Two new library assistants have been hired: Aryn O'Connor, who started on September 22, 2025, and Iqra Tabassum, who will start on September 29, 2025.
- Toni Hutchens began her role as the part-time youth services storyteller on September 7th.
- A new library page named Lukus Keeton will start on September 29, 2025.
- A part-time library assistant position is now vacant due to Olivia Martin's departure on September 26, 2025, and the library is reviewing applications to fill the role.

Budget, Donations, and Funding

- A summary of municipal contributions for the fiscal year was provided:
 - Bermuda Run did not contribute this year, after contributing \$5,000 last year.
 - The Town of Cooleemee contributed \$8,467.
 - Davie County provided \$927,424.
 - The town of Mocksville did not contribute this year, though they typically give around \$33,000 to \$35,000.
- Director Wold has met with town managers regarding budget requests.
- The library received a donation of approximately \$200,000 from Arlene Edwards Thompson.
- Several ideas for using the funds were proposed for board consideration:
 - Allocating some of the money for the library expansion project.
 - Funding the creation of a five-year strategic plan.
 - Naming a branch after the donor, which would require a formal county approval process.
 - Creating a memorial plaque to honor the contribution.
- Board members expressed caution about naming a building, noting the need to consider past contributions and establish a clear policy for such recognitions to avoid setting a difficult precedent. Tabled for future discussion.

New Business

- Chair Ward announced no committees to report on.
- Director Wold requested board move into close session as Closed Session Pursuant to NCGS 143-318.11(a) (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

Adjournment

Board exited Close Session to adjournment called by Chair Ward

Next meeting scheduled for November 20, 2025

Meeting Notes Completed by:

Nikki Johnson-Faircloth
Secretary DCLTB
9/25/2025