The Board of Trustees of the Sheppard Memorial Library met Wednesday, January 18, 2012, in the Elizabeth H. Copeland Board Room at the main library.

CALL TO ORDER:
Chairman Scott called the meeting to order. He welcomed special guests Nancy Leamy and Barbara Shreve. Others welcomed during the meeting include Glen Webb, the new county commissioner appointee from Pitt County, and Dennis Mitchell, the new city council appointee from the City of Greenville.

ROLL CALL:
Presiding: Mr. Ralph Scott
Present: Dr. Richard Ericson Ms. Jan Lewis Mr. Dennis Mitchell
Dr. Vivian Mott Mr. Glen Webb Mr. Dick Wolfe
Absent: Mrs. Patricia Rawls Mrs. Catherine Rouse Mr. Ray Spears

SPECIAL RECOGNITION:
Library Director Greg Needham presented a plaque of appreciation to Nancy Leamy and Barbara Shreve, daughters of the late JoAnne Lewis. He recognized Mrs. Lewis’s nine years of service as a library trustee and noted the advancements in library service that occurred during her tenure on the library board.

APPROVAL OF MINUTES:
Vivian Mott made a motion to accept the minutes from the meeting held November 16, 2011. Richard Ericson seconded the motion. The motion passed.

LIBRARIAN’S REPORT:
Statistical
November circulation was down 6.26% compared to November 2010. Circulation for December 2010 decreased 7.99% compared to December 2010.

Financial
Through December 2011 the library had received 48.32% of budgeted revenues and had expended 41.65% of the budget. This compares with having received 47.38% of revenues and expending 44.15% of the budget during the same time frame in 2010.

NEW BUSINESS:
One Minute Updates
Patrons can download our library catalog’s mobile application for Apple or Android devices. Both the classic catalog and the new version with the “book river” feature are available for searching the collection.

Sheppard Memorial will soon be able to accept credit/debit and online payment from patrons.
The Sheppard Memorial Library letter of intent for a $100,000 LSTA grant to take RFID technology to all of the branches was approved; we are clear to submit the full application in February.

A Basic Equipment grant application will be submitted, requesting funds to replace the public computers at Winterville and East.

A Collection Development grant for books/materials will also be submitted.

NCLIVE e-audio books are available with an improved platform, the OneClickdigital platform from Recorded Books, providing an enhanced user experience.

Eighteen library-owned Nooks started circulating January 9. Three collections of six Nooks each are loaded with a batch of titles.

Sheppard Memorial Library signed on as an early adopter of the new 3M Cloud Library, offering a terrific e-book collection that will have a positive impact on circulation, library relevancy, patron satisfaction, and public perception. Patrons will be able to download books to their personal e-readers.

Roof repairs necessitated by damage caused by hurricane Irene will begin soon.

Library Administration is moving to the basement.

**ADJOURNMENT:**
Chairman Scott called for further business. Dick Wolfe made a motion to adjourn. Richard Ericson seconded the motion. The motion passed, and the meeting adjourned.

Respectfully submitted,

Greg Needham, Secretary