

***SHEPPARD MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
Wednesday, January 16, 2013***

The Board of Trustees of the Sheppard Memorial Library met Wednesday, January 16, 2013, in the Elizabeth H. Copeland Board Room at the main library.

CALL TO ORDER:

Chair, Vivian Mott called the meeting to order.

ROLL CALL:

Presiding: Dr. Vivian Mott

Present:	Dr. Terry Atkinson	LTC Jesse Hinton, Jr. (Ret.)
	Ms. Jan Lewis	Mr. Dennis Mitchell
	Mrs. Patricia Rawls	Mrs. Catherine Rouse
	Mr. Ray Spears	Mr. Glen Webb
	Mr. Dick Wolfe	

Absent: Mr. Ralph Scott

APPROVAL OF MINUTES:

Patricia Rawls made a motion to accept the minutes from the meeting held November 14, 2012. Dick Wolfe seconded the motion. The motion passed.

LIBRARIAN'S REPORT:

Statistical

November 2012 circulation was up 3.84% compared to November 2011. Circulation for December 2012 decreased .39% compared to December 2011.

Financial

Through December 2012 the library had received 47.73% of budgeted revenues and had expended 45.64% of the budget. This compares with having received 48.32% of revenues and expending 41.65% of the budget during the same time frame in 2011.

NEW BUSINESS:

Demonstration of Various Components of the Library Website

Library director Greg Needham demonstrated features of the newly developed Children's Library section of the Sheppard Memorial Library website. From there, he moved on to demonstrate how to use the online reference resource called *NewsBank* to gain online access to content from the *Daily Reflector* newspaper. He ended his online demonstration by showing library trustees where to find frequently asked questions, a troubleshooting guide, and video tutorials for the 3M Cloud Library.

One Minute Updates

A new controller was installed in the main library public elevator. Staff and patrons may now use the elevator without fear of a dropped call.

New LSTA grant computers have been installed to replace all of the public access computers at the Winterville and East branch libraries.

Patrons who use a Mac computer may now access our 3M Cloud virtual library.

Greenville City Council voted to construct the Greenville Transportation and Activity Center on property located behind the current city employee parking lot. This places the GTAC within two city blocks of the library.

The sheppardlibrary.org website has been transformed. The latest addition to the new website includes access to the Children's Library. Features include the library catalog for kids, homework help, programs and events, and area school Battle of the Books reading lists.

The Greenville City Council reappointed trustees Patricia Rawls and Ralph Scott to serve a second three-year term. Both will serve until October 2015. Pitt County Commissioners reappointed Glen Webb to serve as the commissioner representative to the library board.

ADJOURNMENT:

Vivian Mott called for further business. Jesse Hinton made a motion to adjourn. Ray Spears seconded the motion. The motion passed, and the meeting adjourned.

Respectfully submitted,

Greg Needham, Secretary