

CATAWBA COUNTY LIBRARY ADVISORY BOARD OF TRUSTEES MEETING
Minutes of May 13th, 2025

The Catawba County Library Advisory Board met on Tuesday, May 13th, 2025, 12 noon, in the conference room of the Main Library in Newton.

MEMBERS PRESENT

Morgan Williams-Board Chair, Donna Reese- Vice Chair, Ed Sain, Carmen Isenhower, Katie Perkins, Jeanne Lebens Siobhan Loendorf, Library Director, Candi Dula, Business Manager

MEMBERS NOT PRESENT

Pam Cansler

CALL TO ORDER

at 12:00 p.m.

PUBLIC COMMENT

No members of the public attended.

MINUTES

The minutes of the previous meeting were approved

DIRECTOR'S REPORT

Staffing Update

- a. Janelle Brown was hired in March as the new Library Services Specialist II at Maiden
- b. Liv Liccione was selected as the new Library Services Specialist II in children's services here at Newton. Liv has been working at the Southwest Branch Library for four years and brings great energy and experience to the youth services team here at Newton.
- c. Seang Herr has been hired as the new Library Services Specialist II to take Liv's place at the Southwest Branch Library. She begins on May 27th.
- d. Nikki Stafinski the branch librarian at the St. Stephens branch resigned mid- April to move to be closer to family. Jenny Gerami-Markham our assistant director is working at St. Stephens as we work to hire a new librarian. We have identified a candidate, and we are going through the hiring process with that individual who will begin work in the first week of June.
- e. Also at St. Stephens, we did a switch between the Library Services Specialist II between Conover and St. Stephens branches. We brought Taina Milan from Conover to work at St. Stephens and be a resource to provide Spanish Language programming and services. We moved Mychaela Brown to the Conover Branch to continue providing great customer service.
- f. Unfortunately, or fortunately for her, Tainia was hired by the NC State Parks to work at the Lake Norman State Park and so we will only have her through the end of this month. We have already posted for this position, and we are looking for another person who is fluent in Spanish so that we can meet the needs of this community.

Programming -

- I. Every Child Ready to Read Storytime programs – and spaces
 - i. Tiny to two
 - ii. Preschool
 - iii. Sensory friendly - moving to Wednesdays at 11 in June
 - iv. Spanish Bilingual storytime
 - v. Fully Spanish storytime
- II. Teen programming – Dungeons and Dragons Trivia Night at Conover and Pokemon Origami at Newton this month.

- III. Adult programming
 - i. Interplay Learning –we have 5 licenses or seats
 - ii. Adult Steam & Crafts – needle felting, knitting, DIY hand scrub, and DIY ornaments –
 - iii. Health and Wellness – Yoga, Zumba, Mindful movement, Qi Gong you can join live from home by getting added to Ruthie’s list.
 - iv. Recently we had a successful job fair here at Newton with local employers setting up tables including the school systems, HSM Hickory Springs, Catawba Valley Medical Center, LR and some others.
- IV. Collections –we are still building the collection with the audio easy books, and we are in the process of ordering the decodable books.
 - i. Spanish language bookbaggers – still working on building this collection
 - ii. Book Clubs- five book clubs that meet at the library, online and out in the community.
- V. Technology – we have 75 hotspots we have nine people waiting to get a hotspot.

Grants

1. \$300,000 the Digital Champion Grant with the NC Dept. of Instruction Technology. Two bilingual digital navigators are conducting outreach throughout Catawba County with a focus on teaching digital literacy to seniors, veterans, those for whom English is a second language, less advantaged people, and recently incarcerated individuals. They have a mobile computer lab with 15 laptops, equipped with Microsoft Office and wireless mice. They have a projector and projection screen to use.

In January, February, and March the digital navigators conducted 37 workshops, 12 drop-in sessions for individualized assistance and participated in three marketing information sessions to raise awareness of the program. Topics covered during workshops and one-on-one assistance sessions include the following:

- Computer basics include internet searches, introduction to Word and Excel, more advanced Word classes, basics of how to use a computer, using a mouse, keyboard basics and shortcuts.
- Computer basics part two with more advanced Word and Excel, and internet privacy and security.
- Avoiding Spam: reporting and blocking spam callers and messages.
- Smartphone basics, updating smartphone software, downloading apps, online shopping safety, find my iphone, calendars.
- Helped with a FAFSA program where families learn how to complete the “Free application for Federal Student Aid” The navigators helped people with their computers and navigating the aid site.
- Technology Trivia

During the one-on-one sessions with individuals, we covered some of the following topics:

- Getting caught up on missed computer basics class
 - Get registered for online library programs
 - Register new laptop
 - Establishing new gmail and resetting gmail password
 - Talking about internet safety
 - How to use the dictation feature on chromebook
 - Open document on the phone and on the chromebook
 - How to use the wireless printing app at the library
2. LSTA grant for the updated Children’s Space and sensory friendly story times. We haven’t had much luck with attendance at the sensory friendly story time, but we are switching the day of the week to Tuesdays at 11 am. We’ll see if that helps.
 3. We are mostly finished with the grant to update meeting spaces. We just need to add some sound baffling in one of the rooms and we will be done.
 4. We were awarded \$2,000 from the Kenneth and Suzanne Millholland grant through the NC Community Foundation to create a new collection of Decodable Readers for families. We have ordered 719 decodable books; we have received in many of the books and are waiting for two more deliveries. We will be cataloging the books and putting them at each location.
 5. Spotlight on Summer Learning

6. Annual Survey Results

Library Endowment

We enjoyed a nice little bump to the Library Endowment over National Library Week.
Our current balances are:

Endowment Amount:	\$ 115,322.30	
PayPal Amount:	\$ 564.16	
County account	\$ 2,170.65	
Total:	\$ 118,057.11	\$5,180.71 more than last quarter

Feb 2025 total \$112,876.34

Nov 2024 total \$112,227.60

Other business- This is the last meeting for Carmen Isenhower. She has served two terms, and I just want to thank you for your years of service to making the library the place where Catawba County citizens can come connect explore and grow.

And I want to say Thank you to our board chair Morgan Williams who has completed a first term on the board and who has graciously agreed to stay on the board for a second term. Thank you so much for agreeing to continue to serve.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1pm.

Next Regular Scheduled Library Board Meeting: Tuesday, August 12th, 2025 at the Newton Library at 12 noon.

Respectfully submitted,

Candi Dula, Business Manager