



MEETING MINUTES

BRUNSWICK COUNTY LIBRARY BOARD OF TRUSTEES REGULAR MEETING OFFICIAL MINUTES

**May 26, 2026
4:00 PM**

The Brunswick County Library Board of Trustees met for the Regular Meeting on May 26, 2026, at 4:00 p.m. in the Leland Library, located at 487 Village Rd, Leland, North Carolina.

MEMBERS PRESENT

Diana Fotinatos, Chair, Trustee At Large
Marlene DeFrancesco, Trustee D4
Jayne Matthews, Vice Chair, Trustee D1
Melissa Warren, Trustee At Large
Stephen Zerio, Trustee, D5

MEMBERS ABSENT

VACANT, Trustee At-Large
VACANT, Trustee At-Large
Diana Dornfeld, Trustee D2
June Jones, Trustee D3

STAFF PRESENT

Patricia Dew, Library Director

OTHERS PRESENT

Susann Thompson, Friends of the Library Rourk

Board/Committee/Commission Action, containing all items in this set of minutes, is filed within the Library.

I. CALL TO ORDER

Chair Fotinatos called the meeting to order at 4:00 p.m.

II. ATTENDANCE

Trustees Jones and Dornfeld were absent.

III. ADJUSTMENTS/APPROVAL OF AGENDA

Chair Fotinatos asked for adjustments to the agenda. Hearing none, Trustee Zerio made the motion to approve the agenda. The motion was seconded by Trustee Matthews and passed unanimously (5 to 0).

IV. APPROVAL OF MINUTES

1. Meeting Minutes – Jan 26, Regular Meeting, Mar 23, Regular Meeting

Chair Fotinatos asked for adjustments to the minutes. Hearing none, Trustee Zerio made the motion to approve the Meeting Minutes of the January 26, 2026, Regular Meeting, and the March

23, 2026, Regular Meeting. The motion was seconded by Trustee Warren and passed unanimously (5 to 0).

V. PUBLIC COMMENT

Susann Thompson, representing the Friends of the Library at Rourk, shared updates on upcoming summer programming, including the National Parks Mystery Series and a teen comic book program supported through community partnerships. She also reported continued progress on the Learning Garden project, ongoing fundraising through commemorative brick sales, the recent planting of a Liberty Tree, and plans for the Friends group's annual meeting and author event scheduled for June.

1. Library Director's Report

Budget

Library Director Patricia Dew reported that the FY 2026-2027 budget is essentially finalized and includes staff pay increases through cost-of-living, market, and merit adjustments. No new positions were added, and current library services will be maintained.

Staff

Chloe Arciero has been hired as the new Bookmobile Assistant and is scheduled to begin employment on June 1, 2026. The library system currently employs 30 full-time and 9 part-time staff members.

Services

The Bookmobile is now operating on its regular schedule and serving locations throughout the county. Staff continue to evaluate service locations and make adjustments as needed to maximize community engagement. A ribbon-cutting ceremony for the Bookmobile remains pending completion of warranty work on the vehicle. Preparations for the 2026 Summer Reading Program have been completed, with a full schedule of programs, performers, reading incentives, and events planned across all library branches.

Buildings

The Library Director reported continued progress on the Rourk Library gazebo project, Leland Library outdoor improvements, and fundraising efforts for the Barbee Library expansion.

2. Library Leadership and Advocacy

The Library Director recently participated as a panelist in a statewide webinar focused on eBook access and pricing challenges facing public libraries. The discussion brought together library leaders, legal experts, and advocates from across the country to examine legislative and policy approaches that could improve equitable access to digital materials for library users. Trustees commended the Director's participation and representation of Brunswick County Libraries in this important statewide and national conversation.

VI. OLD BUSINESS

- 1. Trustees** discussed recent trustee training and onboarding practices for new board members. Board members agreed that current onboarding efforts are effective and suggested implementing a mentor or "buddy" system to help new trustees navigate their first year of service and better understand board processes and responsibilities.

VII. NEW BUSINESS

1. The Board reviewed proposed revisions to the Library Meeting Room Policy for Non-Library Groups. Changes recommended by county legal counsel clarified restrictions on commercial activities, solicitation, and for-profit use of library meeting spaces. Following discussion, the Board unanimously approved the revised policy. Chair Fotinatos made a motion to approved revised the Library Meeting Room Policy for Non-Library Groups. The motion was seconded by Trustee Matthews and passed unanimously (5 to 0).
2. The Board reviewed the Library Board of Trustees Bylaws as part of its periodic policy review. Trustees discussed clarifying language regarding officer terms, including specifying that a term of office is one year. The Board noted that officer elections will take place at the September meeting and discussed succession planning for board leadership. Chair Fotinatos made a motion to approved the proposed changes to the By-laws. The motion was seconded by Trustee Zerio and passed unanimously (5 to 0).

VIII. BOARD APPOINTMENTS

1. The County Commissioners have appointed two new Trustees to the Library Board of Trustees. Helen Whittaker, District 3 Trustee, representing the Harper Library in Southport and the Barbee Library in Oak Island and William Eberhardt, At-Large Trustee. The appointment for the open At-Large Trustee position will be announced at the June 1 County Commissioners' Meeting.

IX. OTHER BUSINESS/INFORMAL DISCUSSION

1. None.

X. UPCOMING MEETINGS

1. Monday, July 27, 2026 at 4:00 PM – Barbee Library, 8200 Oak Island Dr, Oak Island
2. Monday, September 28, 2026 at 4:00 PM – Harper Library, 109 W. Moore St, Southport
3. Monday, November 23, 2026 at 4:00 PM – Rourk Library, 5068 Main St, Shallotte
4. Monday, January 25, 2027 at 4:00 PM - Southwest Branch Library, 9400 Ocean Hwy W, Carolina Shores

XI. ADJOURNMENT

Chair Fotinatos moved to adjourn the meeting at 5:19 p.m. The motion was seconded by Trustee DeFrancesco and passed unanimously (5 to 0).

Diana Fotinatos

Diana Fotinatos, Chair
Brunswick County Library Board of Trustees

Attest:

Melissa Warren

Melissa Warren, Board Secretary
Brunswick County Library Board of Trustees