



City of High Point

Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260

Meeting Agenda Special Called Meeting

Cyril Jefferson, Mayor
Michael Holmes, Mayor Pro Tempore (Ward 6),
Britt W. Moore (At Large), Amanda Cook (At Large), Vickie M.
McKiver (Ward 1), Tyrone Johnson (Ward 2), Monica L. Peters
(Ward 3), Dr. Patrick Harman (Ward 4), and Tim Andrew (Ward 5)

Monday, September 16, 2024

4:00 PM

3rd Floor Conference Room

CALL TO ORDER, ROLL CALL

ADOPTION OF AGENDA

PRESENTATION OF ITEMS

1. [2024-337](#) Library Departmental Overview
Staff will provide an overview of the Library.
Attachments: [Library Departmental Overview](#)
2. [2024-377](#) Overview of Quasi-Judicial Procedures for Evidentiary Hearings
The City Attorney will provide an overview of quasi-judicial procedures for evidentiary hearings.
Attachments: [Quasi-Judicial Procedures for Evidentiary Hearings](#)
3. [2024-376](#) Closed Session - Acquisition of Real Property and Attorney-Client Privilege
Council is requested to go into Closed Session Pursuant to N.C. General Statute §143-318.11(a)(5) and §143-318.11(a)(3) for acquisition of real property and attorney-client privilege.

ADJOURNMENT



City of High Point

Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260

Master

File Number: 2024-337

File ID: 2024-337

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Special Called Meeting

File Created: 08/16/2024

File Name:

Final Action:

Title: Library Departmental Overview
Staff will provide an overview of the Library.

Notes:

Sponsors:

Enactment Date:

Attachments: Library Departmental Overview

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: sandra.keeney@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
---------------	--------------	-------	---------	----------	-----------	-----------------	---------

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Library Departmental Overview	
FROM: Mary Sizemore, Library Director	MEETING DATE: September 16, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Library Presentation	

PURPOSE: Staff will provide an overview of the Library.

BACKGROUND: n/a

BUDGET IMPACT: n/a

RECOMMENDATION/ACTION REQUESTED: None





●
●
●

High Point Public Library

Council Presentation
September 16, 2024

CITY OF
high point.

HIGH POINT
PUBLIC
LIBRARY





LIBRARY OVERVIEW

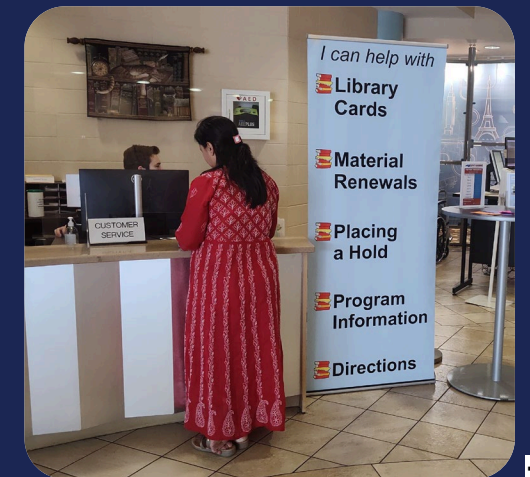
- The library operates one facility
- Two outreach vehicles
- Three technology access points
- One remote material return/holds pickup location
- 10 divisions with 60 full-time and 22 part-time staff
- Open to the public 7 days/week
- \$7.3 million operating budget. \$602,448 allocation from the County and \$19,100 in miscellaneous income



LIBRARY DIVISIONS

LENDING SERVICES:

- Maintaining collection access
- Checking in/out of materials
- Updating lobby information boards
- Providing customer service, in person, online, and over the phone
- Staffing drive-through window
- Managing remote material pick-up and return
- Maintaining customer accounts



CHILDREN'S SERVICES:

- Print and non-print collection
- Programming on site and remote
- Innovative services - Borrow an Experience, circulating kits, autism-friendly programs, Paws to Read
- Gardening Club, Chess Club, Pokémon Club, STEM Club, LEGO Club
- Junior Friends group, Book Buddies tutoring program
- Partnership with P&R
- Partnership with Growdega



The High Point Public Library and the Growdega mobile grocery store are coming to you!



Wednesday Legacy at the Point 1:30 - 3:45
Thursday Newgate Garden Apts 2:15 - 4:30
Friday The Oaks at Silver Ridge 12:30 - 3
Friday Brentwood Crossing Apts 3:15 - 5:15



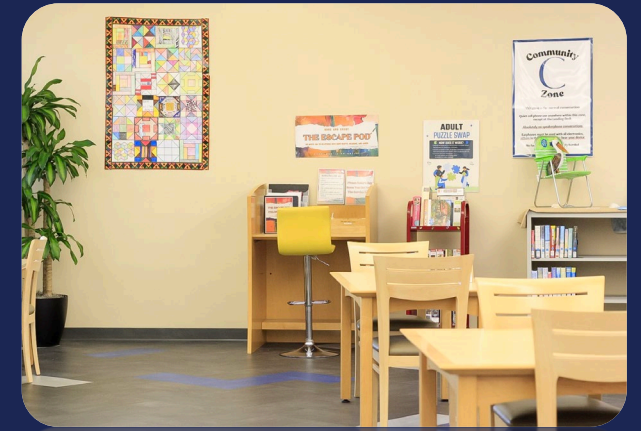
RESEARCH SERVICES:

- Non-fiction materials, periodicals, foreign language collection
- Adult programming – strong emphasis on health, business, and career
- One-on-one job search assistance
- Small business support – demographic research
- Non-profit assistance, especially related to grant opportunities
- Public computers
- Coming this fall: Mobile outreach with new technology van



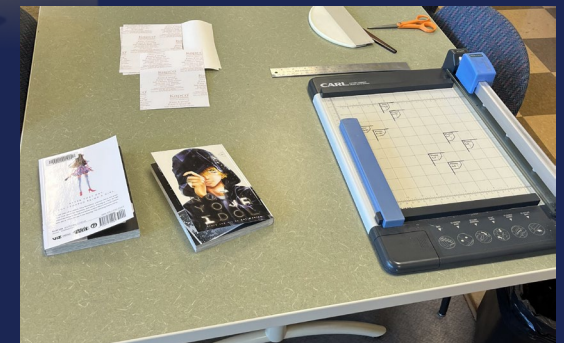
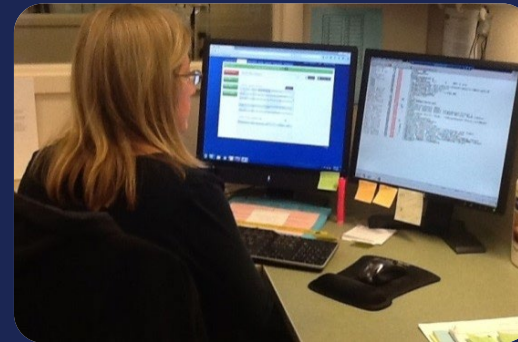
READERS SERVICES:

- Adult fiction, regular and large print
- DVDs and books on CD
- Teen fiction and non-fiction
- Teen Garage - games, art activities, study space, computer access for 13–18-year-olds
- Outreach to homebound, senior facilities & facilities for developmentally disabled adults
- Downloadable & streaming collection
- Four book clubs
- Music and literature programs



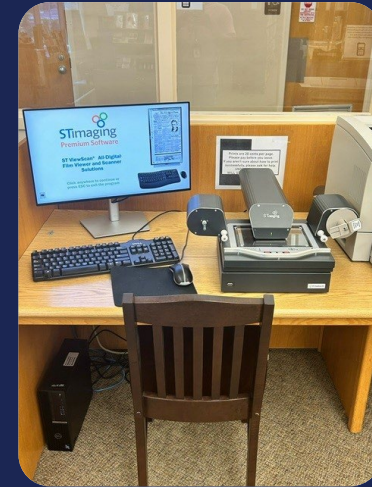
TECHNICAL SERVICES:

- Processing all physical materials
- Maintaining integrity of holdings database
- Cataloging and adding both physical and digital materials to the collection
- Acting as receiving department for library
- Managing materials budget for research services, readers services, and children's services
- Assisting in training staff on use of our Library Integrated System



HERITAGE RESEARCH CENTER:

- Specialized research services
- In-depth local history resources and family history documents
- Serves genealogy researchers all over the country
- Local, state, and federal public documents
- History book club – very well attended
- One-on-one and class instruction on researching family histories



FARMERS MARKET:

- EBT-certified Farmers Market
- Double the Bucks
- Guilford Community Cares Network
- WIC
- Senior Farmers Market vouchers
- Power of Produce
- Health Screenings
- Live music
- Fish, poultry, pork, beef, and eggs
- Plants
- Healthy cooking demonstrations
- Weekly community partners
- Special events
- Friends of the Library mini-book sales
- Handicrafts
- Food trucks



MUSEUM:

- Preservation of local history
- Artifacts owned by Historical Society, cared for by museum staff
- Archival documents
- Historic park staffed by interpreters in period attire
- Children's programming in restored Little Red Schoolhouse
- Permanent exhibit on High Point history & furniture industry plus ongoing changing exhibits
- Operates the museum facility, the Little Red School House, and three historical structures on 3 acres
- Open to the public Monday – Saturday



FY 2023-2024 HIGHLIGHTS

- *Library :*
 - 303,396 print items checked out (+6%)
 - 59,165 non-print items checked out (-11%)
 - 211,524 digital items checked out (+13.5%)
 - 469,893 print materials owned (-.2%)
 - 169,442 library card holders (-.3%)
 - 208,212 library visits (+12.2%)
 - 254 public uses of meeting space (+37.3)



FY 2023-2024 HIGHLIGHTS:

- *Library and Museum:*
- 223,864 in person visits (13% increase)
- 3,774 programs (25% increase)
- 104,912 attending programs (32% increase)
- 276,570 accessed Museum & Library online resources (40% increase)



CURRENT PRIORITIES

- Completing the library entrance enhancements and Sensory Garden
- Getting the new outreach vehicle on the road and providing services
- When feasible, addressing recommendations of last year's space needs assessment grant-funded project
- Working with Mental Health Associates of the Triad and library staff to begin the new initiative providing social services to library customers
- Standardizing Farmers Market operations to manage growth, maintain focus on core values, and ensure its continued success
- Completing HVAC and roof replacement project at Museum



Thank You



City of High Point

Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260

Master

File Number: 2024-377

File ID: 2024-377	Type: Miscellaneous Item	Status: To Be Introduced
Version: 1	Reference:	In Control: Special Called Meeting
File Name:		File Created: 09/13/2024
		Final Action:

Title: Overview of Quasi-Judicial Procedures for Evidentiary Hearings
The City Attorney will provide an overview of quasi-judicial procedures for evidentiary hearings.

Notes:

Sponsors:

Enactment Date:

Attachments: Quasi-Judicial Procedures for Evidentiary Hearings

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name:

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
---------------	--------------	-------	---------	----------	-----------	-----------------	---------

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Overview of Quasi-Judicial Procedures for Evidentiary Hearings	
FROM: Meghan Maguire, City Attorney	MEETING DATE: September 16, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: none	

PURPOSE: Provide an overview of quasi-judicial procedures for evidentiary hearings.

BACKGROUND: none

BUDGET IMPACT: none

RECOMMENDATION/ACTION REQUESTED: none





City of High Point

Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260

Master

File Number: 2024-376

File ID: 2024-376

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Special Called Meeting

File Created: 09/11/2024

File Name:

Final Action:

Title: Closed Session - Acquisition of Real Property and Attorney-Client Privilege
Council is requested to go into Closed Session Pursuant to N.C. General Statute §143-318.11(a)(5) and §143-318.11(a)(3) for acquisition of real property and attorney-client privilege.

Notes:

Sponsors:

Enactment Date:

Attachments:

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name:

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result: