

Minutes of the
Burke County Public Library
Board of Trustees Meeting
February 22, 2005, 4:00 PM
Valdese Library

Trustees present: Wesley Abele, Margaret Edwards, Lyvonne Ellison, Dottie Ervin, Nell Hildebrand, Vickie Oxentine, William Robertson and John Rostan.

Trustees absent: Linda Chester, Sterling Collett, Pam Hildebran and Steve Settlemyer.

Staff present: Becky Stragand, Ank van der Kuil and Jim Wilson

John Rostan called the meeting to order at 4:05 PM as Chairman Robertson would be a few minutes late. Approval of the minutes was postponed until a quorum was present. As there were no committee reports, no unfinished business, and no communications, he proceeded new business.

Trustees appointment: Jim Wilson reported that the County Commissioners had approved the reappointment of Linda Chester, John Rostan, and William Robertson for a three year term as members of the Library Board of Trustees.

Foundation Update: Becky Stragand reported that the Book Ball was a success. Thirty more people attended than last year.

Date for March Meeting: Jim Wilson proposed to change the date for the next Board meeting to March 29th, 2005. This would give the new Director a little more time in her new position here at the library. Jim also has an onsite Dynix installation on March 22nd. A motion was made and seconded to change the March meeting date to the 29th. The motion was unanimously approved.

2004-2005 Budget Report: Jim Wilson reported nothing unusual about the County's Budget Report for December and said the money received through fines and fees should be sufficient to make up any shortfalls in the budget for the remainder of the year.

2005-2006 Proposed Budget: Jim Wilson stated that the budget packet for FY 05/06 has gone out to all Department heads. Departmental budgets are due to the assistant county manager by March 7th. A copy of the county manager's budget letter was given to the trustees. Wilson reported that he would like to see more money in the library's budget for collections and programming. He also plans to request more funds for office supplies, building maintenance and staffing. A copy of the budget packet was sent to new library director, Tresia Dodson, for her input.

Staffing Update: Wilson reported that the library program specialist position at Valdese would be filled in the next couple of weeks. The librarian's position in Morganton has not been filled.

The advertisement did not bring in a good pool of applicants. No further action on this position will be taken until after Ms. Dodson arrives in March.

Automation: Jim Wilson stated that the next couple of months will be very busy. The hardware is here for the new automation system and staff training will start March 8th. On April 27 our new system is scheduled to go live.

E-rate Update: Jim Wilson reported that form 471 has been filed specifying services for which the library wants discounts for FY 2005-2006.

Audit: Jim Wilson stated that Sheri Watts of Weir, Smith & Jones has presented us with a draft audit. He has seen no major problems. The final audit is due at the State Library on February 28. The State Library also requires the County's audit at the same time. However, the County reported that their audit will not be ready by the deadline. Wilson will send it as soon as it is available.

Planning Grant: Jim Wilson reported that the staff has worked on the plan and Dr. Burgin will receive their input on February 23rd. Dr. Burgin will begin writing the plan and have a draft ready soon for the staff and the community group to review. Wilson hopes to present the final plan to the library board for their approval at the April meeting.

Approval of Minutes: Chairman Robertson asked for a motion to approve the minutes of January 25, 2005. Dottie Ervin made the motion to approve, Wesley Abele seconded and the minutes were approved.

Adjournment: A motion to adjourn was made by Dottie Ervin.
The meeting adjourned at 4:25 PM

Respectfully submitted:
Ank van der Kuil