

Burke County Public Library
Departmental Trustees Meeting
June 27, 2006 4:00 PM
Morganton Public Library

Trustees Present: Linda Chester, Lyvonne Ellison, Dorothy Ervin, Nell Hildebrand, Vickie Oxentine, William Robertson, John Rostan.
Trustees Absent: Wesley Abele, Sterling Collett, Pam Hildebran, Steve Settlemeyer, Mary Ellen Wiese.
Staff Present: Ank van der Kuil (Adult Program Coordinator), Jim Wilson (Interim Director)

Chairman Robertson called the meeting to order at 4:00PM.

Approval of minutes: The minutes were read. A motion to approve the minutes of May 23, 2006 was made by Lyvonne Ellison. Nell Hildebrand seconded and the minutes were approved by the Board.

Correspondence and communications: None

Financial Report: Jim Wilson presented the May 31, 2006 financial report of the library.

Budget 2006/2007: Jim Wilson reported the Burke County Commissioners approved \$973,200 for FY 2006-2007 instead of the requested \$1,044,470. The approved budget represents an increase of \$50,075 compared to the FY 05/06 budget of \$923,125.

Approximately \$30,000 of the additional funds is for salary increases from last year. That leaves about \$20,000 of new money in the library budget.

Wilson mentioned the County has agreed to pick up our mail starting in July. Three thousand dollars has been aside for postage in the FY 06/07 budget. The County has also agreed to let the library use the county gas pumps for the library van. This will be charged back to the library budget but the gas will be less expensive. Prior to this the van was fueled at a retail gas station and staff was reimbursed for the expense.

State Aid: Additional state aid for public libraries is still being considered by the legislature for inclusion in the upcoming budget. The amount has not been determined nor has it been decided whether the money will be recurring or not.

Staffing: The two vacant positions of Information Services Librarian at the Morganton Public Library and the part-time Library Assistant opening in Valdese have been filled. The new staff members, Ben Mittag and Amber Smith, will both start in July.

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In the budget session with the Burke County Commissioners, Wilson did request more staff for the library including a much needed technology coordinator.

He also announced that our Youth Services Librarian, Jane Chownyk has resigned. Her last day is June 27. She has left to return to the Burke County Public Schools and will be the media coordinator at Hildebran Elementary School. This vacancy has been posted internally and will be advertised externally in the next couple of weeks. Some of the applicants for the Information Services Librarian position were also qualified for this vacancy. Wilson will contact them to determine their interest in the Youth Services Librarian opening.

Building Repairs: Building repairs at the Morganton and Valdese Public Libraries will start soon after the Summer Reading Program ends. The county manager has approved closing as needed for the repairs.

As more shelving is desperately needed for the Young Adult section in Morganton, Wilson suggested shelves be added in front of the old heating bays upstairs. This could be done as part of the building repairs. A short discussion followed. The trustees presented no objection to the construction of the additional shelving.

Committee Reports: No reports.

Unfinished Business: Jim Wilson reported changes to the fines and fees earlier approved by the Board have not been presented to the Burke County Commissioners for approval. He suggested the library also change the fine for videos, DVDs, and CDs from \$1.00 per day to \$0.20 per day. This will make the overdue charges more consistent in relation to replacement cost of materials and circulation periods.

A motion to change the overdue fines for videos, DVDs, and CDs to \$0.20 per day was made by Dottie Ervin. A second came from Nell Hildebrand, and the motion was approved by the Board.

New Business: No new business

Next Meeting: After a short discussion it was decided that the **July 25, 2006 meeting will take place at the C.B. Hildebrand Public Library.**

Respectfully submitted:
Linda Chester/avdk