

Burke County Public Library
Departmental Trustees Meeting
July 25, 2006 at 4:00pm
C.B. Hildebrand Public Library

Trustees Present: Wesley Abele, Linda Chester, Lyvonne Ellison, Dorothy Ervin, Pam Hildebran, Nell Hildebrand, Vickie Oxentine, William Robertson, John Rostan,
Trustees Absent: Sterling Collett, Steve Settlemyer, 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 June 27, 2006 was made by Pam Hildebran, seconded by Dottie Ervin, and approved by the Board.

Correspondence and Communications: None

Financial Report: Jim Wilson presented the June 30, 2006 financial report of the library.

Budget FY 2006/2007: Jim Wilson noted that the FY 2006/2007 approved budget contained a \$2,255 decrease from the county manager's recommended budget. He will submit a budget amendment to account for this reduction in funding. Wilson also noted the library will receive around \$11,000 in E-rate reimbursements for the past year. This revenue is not projected in the budget since the library does not always know if it will receive the funds or not at the time the budget is being prepared. The county is aware of this.

State Aid Increase: Jim Wilson noted the Burke County Public Library will receive almost \$8,400 in extra state aid from the State Library of North Carolina this year. The additional funding was approved by the legislature and is for this year only.

Staffing Update: Jim Wilson reported new staff member, Ben Mittag, Information Services Librarian, has begun his employment at the Morganton Public Library. He spent his second week working at the Valdese and Hildebran locations to get to know the staff and the different sites. Amber Smith, part-time library assistant at Valdese, also started work at the beginning of July. Wilson says both employees are doing well.

The library staff has also been interviewing candidates for the Youth

Services Librarian position in Morganton. Wilson hopes this position will be filled in the next few weeks.

Building Repairs: Jim Wilson reported that building repairs will begin in August at all locations. He noted the carpet and some lights will be replaced at the C.B. Hildebrand Public Library.

Fines and Fees: Jim Wilson reported that the proposed changes to the schedule of fines and fees presented to the county commissioners for approval was sent back to the Library Board of Trustees for further consideration. This was done after revenue projections showed the changes might result in a \$6,000 to \$8,000 decrease in revenue for the library. Wilson said he will have the library's management team review the entire fines and fees policy and bring a recommendation back to the Board at a later meeting. For now, the current schedule of fines and fees remains in place.

Summer Reading Program: Jim Wilson reported that the Summer Reading Program for children and young adults was a success even though participation and the number of books read was down somewhat from last year. He thinks some of this is due to fewer storytimes and programs being offered and competition with other summer activities. The staff will look at ways to make the program better for next year.

Ank van der Kuil reported that the Summer Reading program for adults is going well. So far Morganton has 118 signed with over half returning comment cards. Valdese has 55 signed up with 38 entered in the drawing. And C.B. Hildebrand has 48 adults signed up with nearly half filling out comment cards. All together more than 800 books have been read.

Committee Reports: None.

Unfinished Business: None.

New Business: Chairman Robertson commended all trustees present for their regular attendance. He reminded trustees that, although new officers are elected in January, attendance requirements coincide with the library's fiscal year (July – June).

A trustee can be suspended from the Board if he or she is absent at three consecutive meetings or absent from one-third of the meetings during the year. (See addendum of by-laws attendance policy)

A motion to adjourn was made by John Rostan. The meeting adjourned at 4:45pm.

Next meeting will be on August 22, 2006 at 4:00pm at the Valdese Public Library.

Respectfully submitted:
Linda Chester/avdk

Addendum:

Failure of a Board member (Excluding the Chairman of the Burke County Board of Commissioners, Mayor of Morganton and Mayor of Valdese) to be present at three (3) consecutive meetings or one third of all Board meetings during each fiscal year shall result in their automatic suspension pending action by the Burke County Commissioners. One or more absences may be excused by action of the Board of Commissioners where the absence was occasioned by extra-ordinary circumstances.