

Burke County Public Library
Departmental Trustees Meeting
March 27, 2007 at 4:00pm
C.B. Hildebrand Public Library

Trustees Present: Wesley Abele, Dorothy Ervin, Pam Hildebran, Nell Hildebrand, Vickie Oxentine, William Robertson, John Rostan, Becky Stragand, Mary Ellen Wiese
Trustees Absent: Linda Chester, Lyvonne Ellison, Steve Settlemeyer
Staff Present: Ank van der Kuil, Jim Wilson

William Robertson, Chairman, called the meeting to order at 4:02pm.

Nominating Committee Report and Election of Officers for 2007: Chairman of the Nominating Committee, Dottie Ervin, offered the committee's recommendations for officers for 2007 – Mary Ellen Wiese, Chairman; William Robertson, Vice-Chairman; Pam Hildebran, Secretary; Dottie Ervin, Treasurer. Dottie Ervin moved that the board accept these proposed officers. The motion was seconded by Vickie Oxentine and approved by a voice-vote.

Approval of Minutes: Mary Ellen Wiese, as new chairman, asked the board to review the January Minutes. Dottie Ervin asked for a correction (adding "s" to "member" in Approval of Minutes section). Becky Stragand made a motion to accept the corrected Minutes. The motion was seconded by Dottie Ervin and approved by a voice-vote.

Correspondence and Communications: None

Financial Report: Interim Library Director Jim Wilson reported that we're in fine shape. Fines, fees, State aid, etc. are good. Some money has been shifted to cover additional expenses in various line items.

Staffing Update: Jim Wilson announced that Youth Services Librarian Trina Rushing has returned from maternity leave (six weeks).

Building Repairs: Jim Wilson reported the Morganton Public Library will get a new sidewalk. The guttering estimate of \$10,000 may be high; it will be reassessed. Renovation of the Huffman Garden will be done by Lawson Kuehnert for his Eagle Scout project. The Library Foundation has allocated \$1000 from the Huffman Garden Fund to help with this project. Contractors will review needs at the Valdese Public Library and submit quotes. The interior lights at C.B. Hildebrand Public Library will be replaced along with one outside fixture. William Robertson asked about the stone from the old sidewalk at Morganton, and Jim Wilson said they may be used to create

patio area in the Huffman Garden.

General Library
Update:

Jim Wilson reported that the Foundation has freed up \$14,000 for materials (for remainder of fiscal year). William Robertson offered a positive reaction to the recent acquisitions in “new fiction.”

Committee Reports:

Mary Ellen Wiese reported on two meetings during which Library Support Committee members gave real thought to best ways of offering support to the Library. The group is compiling a list of advocates from the library. Board members may submit names to Ank for inclusion in the list. Also, Jim Wilson has prepared a brochure which outlines the library’s proposed three year funding plan. The brochure also provides information to support the budget request. This document will be used whenever presentations are made to local funding authorities. Jim Wilson noted that our first advocacy effort will take place on April 17th at 6 pm at the Commissioners’ next meeting (Chambers in old Lazarus building) during National Library Week. Library supporters are requested to carry a book so they may be easily identified. The committee will meet once more prior to the Commissioners’ meeting. Wesley Abele asked if the Foundation has met with commissioners and intends to meet with both Morganton and Valdese leaders, too. Jim Wilson reported that is the case. Vickie Oxentine requested copies of the brochure for the Valdese Town Council’s meeting on the first Monday in April, plus six to eight additional copies. Jim Wilson discussed other ways to use brochure, and William Robertson suggested a separate handout be prepared.

Unfinished Business: None.

New Business:

- Consideration of Bylaws Amendment:

Jim Wilson prepared Amendment to Bylaws, following discussion at January 2007 meeting, which John Rostan made a motion to approve, seconded by Dottie Ervin, and approved by a voice-vote. Jim Wilson will take amendment to the Commissioners. It reads, as follows:

The Chairman shall appoint a nominating committee at the meeting prior to the annual meeting at which officers are elected. The nominating committee shall report their recommendations at the annual meeting prior to the election of officers. [This paragraph would be placed in Section VI, following the second paragraph.]

- Consideration of Amended Library Ordinance:

Jim Wilson reviewed the “Proposed Working Draft” of “an Ordinance solidifying the post-transition of the Burke County Public Library 2007.” The major change involves the hiring of the Library Director, with Trustees’ involvement shifting from governing to advisory capacity, and

clarifies supervision of the Director. The amended ordinance doesn't require Trustees' approval, but it does help to have our support. In response to a question from John Rostan, Jim Wilson said the Board of Trustees' composition did not change. We have a typographical error to correct in **Section 4(c) Appointment**. Wesley Abele said two members on the County's search committee for a new Director should be Trustees. Those members should sit in on interviews, as well. Dottie Ervin asked whether they could participate in the interviews. Wesley Abele said "advisory capacity," and they should know who the County is hiring. Board discussed correction, additional information, and clarification for supporting statement to be hand-delivered by Jim Wilson (and forwarded to Town of Valdese and City of Morganton). Once agreement reached, Nell Hildebrand made a motion, seconded by Dottie Ervin, and approved by voice-vote, to accept the Statement of Support. The correction to **Section 4(c) Appointment** follows (indicated by bold-face type):

The remaining (9) members of the Board of Trustees shall be appointed by the County Board; however in making such appointments, three (3) of the members shall be residents of the City of Morganton, **two (2)** of the members shall be residents of the Town of Valdese, **three (3)** of the members shall be residents of areas other than Morganton and Valdese and one (1) member shall be an at large member appointed in the sole discretion of the County Board. In making such appointments, the sitting Trustees of the Burke County Public Library may propose recommendations for consideration by the County Board.

The addition to **Section 5(b) Powers** follows:

That Library Board Chair will appoint two members of the Board to participate in an advisory capacity in the search and interview process for a Library Director.

- Consideration of FY 07/08 Library Budget:

Jim Wilson has given the budget to the County already, but wants the Board's approval. He provided overview of points, including two capital requests. Wesley Abele made a motion to approve the budget, seconded by John Rostan, and approved by voice-vote. Jim Wilson offered an idea for *next year* (via grant or Foundation funding) to conduct a library space study—need to build new library in Hildebran; need more space in Valdese; no additional space was part of Morganton renovation; we want and need more staff members, but we have nowhere to put them; we don't serve western part of Burke County (Lake James, etc.); we could easily require \$10 million for construction needs. We would benefit from bringing in a consultant to project needs and costs "down the road."

Mary Ellen Wiese asked that Board Trustees e-mail her or Jim Wilson if we have questions, concerns, etc., prior to our next meeting, set for **May 22nd at Morganton Public Library, 4 p.m.** (since we'll be meeting every other month). Her e-mail address: maryellenwiese@earthlink.net

Burke County Public Library
Departmental Trustees Meeting
March 27, 2007

4

Next meeting will be on Tuesday, May 22, at 4:00pm at the Morganton Public Library.

Respectfully submitted: Pam Hildebran