

Burke County Public Library
Departmental Trustees Meeting
August 5, 2008 at 4:00 p.m.
Morganton Public Library

Trustees Present: Bakh Alam, Rose Ann Childres, Dottie Ervin, Nell Hildebrand, Susan Keller, Vickie Oxentine, Mark Rostan, Mary Ellen Wiese
Trustees Absent: Wesley Abele, Steve Settlemeyer, Becky Stragand, Ken Whittington
Staff Present: Viranya Filipiak, Kimberly Greene, Greg Poe, Jim Wilson

Mary Ellen Wiese called the meeting to order at 4:00 p.m.

Approval of Minutes: The minutes from the previous two meetings were approved as there was not a quorum present at the last meeting.

Correspondence and Communications: None

Financial Report: Director Jim Wilson handed out the budget packet. He reported that there is an increase of 8% overall, and that there will be more money for the purchase of new books. He also mentioned that utility usage and maintenance will need to be watched, as there is only a small amount of money in the discretionary budget.

Staffing Update: Wilson introduced two new employees, Kimberly Green, who is working as a library assistant in the children's room, and Viranya Filipiak, who is the new Adult Program Coordinator. Greg Poe will be leaving, to oversee planned giving for Gardner-Webb University. His position will be advertised soon.

Greg Poe reported on the Lifelong Access library initiative training he received for programming and services for baby boomers and older adults, a group that has been largely overlooked in the past. New programs should be offered specifically for this group. Jim Wilson mentioned that the Library needs more volunteers, and that older people, interested in civic engagement, could be used in this capacity.

Building Repairs: Valdese has received two estimates, and needs one more.

General Library Update: Circulation is up in Morganton and Valdese, and C.B. Hildebrand has remained the same. Computer use is up 30%, and the highest use ever was in June 2008. The Summer Reading Programs were very successful, and the staff is already working on many new programs, such as Baby Bookworms, and Saturday children's programs.

The Board took another look at the Donated Items Policy. It was

decided that the policy is perfectly clear as it is, but people making

donations will need to start signing a copy of the policy. The policy will also need to be clearly posted.

Committee Reports: None

Unfinished Business: None

New Business: Jim Wilson distributed copies of the Strategic Plan for Library Facilities in Burke County, a project funded through a grant made possible by the Institute of Museum and Library Services under the provisions of the Library Services and Technology Act as administered by the State Library of North Carolina. The report points out that as the county grows, the need for more library space grows, and this study makes a number of recommendations, not only for public use space, but also for staff and collections space that should be in place to serve users through 2030. A Lake James branch is included. The Board was asked to look over the report. There will be a meeting for feedback on this study, and once the study is approved by this Board, it will go to the County Commission.

Adjournment: There being no further business, the meeting was adjourned at 5:20 p.m.

The next meeting will be on Tuesday, September 23, 2008 at 4:00 p.m. at the C.B. Hildebrand Public Library.

Respectfully submitted: Susan Keller