

Burke County Public Library
Departmental Trustees Meeting
September 23, 2008
C.B. Hildebrand Public Library

Trustees Present: Bakh Alam, Rose Ann Childres, Dottie Ervin, Nell Hildebrand, Susan Keller, Vickie Oxentine, Mary Ellen Wiese

Trustees Absent: Wesley Abele, Mark Rostan, Steve Settlemyer, Becky Stragand, Ken Whittington

Staff Present: Jim Wilson

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

Approval of Minutes: The minutes from the August 5, 2008 meeting were read and approved as written.

Correspondence and Communications: None

Financial Report: Director Jim Wilson reported that the overall budget is a little over 1.2 million dollars. The July report shows revenues coming in as they should, and the August revenues thus far show that the Library is ahead on fines and fees. Funds received from the LSTA planning grant have paid the consultant for the space study. Automation system maintenance has been paid for the year, and moneys have been encumbered for books and office supplies.

Staffing Update: Information Services Librarian's (Greg Poe) position has been advertised, and there have been a number of good applicants. The 18 hours/week library assistant's position will be reclassified into two 12 hours/week page positions. Staff committees will do the interviewing.

Building Repairs: The third estimate on the Valdese Public Library is now in place. The yard at the Cole house has been cleaned up, and looks much better. Wilson advised the board members who live in Valdese to reassure citizens that the Cole House will not be torn down.

General Library Update: Fall programming has started for adults, young adults, children, and toddlers. There are some excellent new programs. An ALA grant for discussion series was not funded, but the North Carolina Humanities Council is offering a similar series.

Money has been collected to redo benches in memory of Stephen and Margaret Mills, longtime patrons who passed away last year. A memorial ceremony will be held on Sunday, October 19, at 5:00 p.m.

The Annual Statistical Report, which is sent every year to the State Library of NC, was reviewed. All numbers are up including staffing, circulation, reference questions, new registrations, program attendance, computer use, and door count. Wilson noted that as long as local income stays up, library statistics are likely to stay up too.

The board also reviewed the Trustee Handbook, which contains a good overview of what library trustees' obligations are. The most important obligation is being a library advocate. Wilson also spoke of the obligation to attend meetings.

At the November meeting, the board will review material selection policies, and ways in which this group fits in.

Wilson said that he will e-mail board members the minutes of the past meeting along with the meeting reminder. Trustees are responsible for bringing their own copies of the minutes.

Committee Reports: None

Unfinished Business: None

New Business: At the next meeting a nominating committee will be formed for the replacement of trustees whose terms have expired.

Adjournment: There being no further business, the meeting was adjourned at 4:55 p.m.

The next meeting will be on Tuesday, November 25, 2008, at 4:00 p.m. in the Valdese Public Library.

Respectfully submitted: Susan Keller