

Burke County Public Library
Departmental Trustees Meeting
July 28, 2009, 4:00 p.m.
Morganton Public Library

Trustees Present: Bakh Alam, Dottie Ervin, Susan Keller, Vickie Oxentine, Mark Rostan,
Steve Settlemyer , Mary Ellen Wiese, Reba Williams, Gail Williamson
Trustees Absent: Rose Ann Childres, Gene Huffman, Anna Wilson
Staff Present: Jim Wilson

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

Introduction of New Trustee: Jim Wilson introduced new at-large trustee, Reba Williams.

Approval of Minutes: A motion to approve the May minutes was made by Gail Williamson,
and seconded by Bakh Alam. The minutes were approved.

Correspondence and
Communications: None.

Financial Report: Director Jim Wilson reported that in the June financial report,
everything in the encumbered column has been spent, and that some of
the other balances are lower than what is indicated. For the last two year
Wilson has submitted to the County, as part of the proposed budget, a
Memorandum of Understanding (MOU) regarding the funding formula
for the library and the disposition of any unspent funds. He indicated no
formal action has taken place with regard to the MOU. Steve Settlemyer
made a motion that a letter be sent to the Chairman of the County Board
of Commissioners asking that the MOU be approved. Vickie Oxentine
seconded. The motion passed, with Dottie Ervin abstaining.

The FY 09/10 is better than expected but spending for some items will
be lower including books and programs. The library will need to make
up some extra money for books and programs. The aid from the state is
unsure because the State Budget has not yet been passed. The level of
services can be maintained, but there will be more reliance on the
Foundation and Friends for support.

Staffing Update: Luckily, the library did not lose any staff as part of the county's
reduction-in-force. Amanda Hodge has resigned because she will be
attending Lenoir-Rhyne in the Fall. The County is still under a hiring
freeze, but Wilson will ask them to unfreeze Hodge's position because it
is in the budget. The library made a commitment to extend the hours in
Hildebran, so having as many staff hours available as possible will make
that easier.

- Building Repairs:** Major repairs have been completed at Valdese. The grounds will be maintained by the Master Gardeners of Valdese. Most of the work has been completed in Morganton. A new book security system is needed, but there are not enough funds at this time. The staff will need to start conserving energy because utility costs have gone up.
- General Library Update:** All numbers are up, as they have been for the past three years.
- Jim Wilson and Vickie Oxentine attended an abbreviated trustee workshop in Hickory, and Wilson hopes there can be another one in Morganton in the near future.
- The Golden Leaf Foundation will be providing money for projects in Burke County, and Wilson hopes that some of this will go to libraries. There will be a meeting about this at WPCC on August 3.
- All three library sites will be doing inventory mainly in the Children's areas, so they will be closed briefly in order to do so. The Children's Room in Morganton will be offering birthday parties for a fee starting in the fall.
- Four laptop computers have been sent to the Senior Center via the county's IT Department.
- Committee Reports:** None
- Unfinished Business:** None
- New Business:** There will be a meeting with the Space Consultant after Labor Day. County and Municipal officials will be invited.
- The next unofficial library lunch will be at the Millstone Market August 18 at 11:30 a.m.
- Adjournment:** The motion to adjourn was made by Dottie Ervin and was unanimously approved. The meeting adjourned at 5:10 p.m.

The next meeting will be on Tuesday, September 22, 2009 at 4:00 p.m. at the Valdese Public Library.

Respectfully submitted : Susan Keller