

Burke County Public Library
Departmental Trustees Meeting
September 22, 2009, 4:00 p.m.
Valdese Public Library

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

Mary Ellen Wiese called the meeting to order at 4:05 p.m.

Approval of Minutes: Mary Ellen Wiese asked if there were any changes to the minutes. There were none, and the minutes were unanimously approved.

Correspondence and Communications: None.

Financial Report: Director Jim Wilson reported that the overall budget for the new fiscal year is a little over \$1.2 million. State aid was fully funded, but the governor requested every department hold back 5%. If revenues are adequate the rest of the year the money will be released. The library will spend about \$52,000 on programs this year. There is \$32,000 available from the county. The remainder will be made up from the Foundation (Library Support) and the Friends.

The August revenues are down slightly on fines and fees. Overall, for last year, the Library brought in a little more than projected.

The County is implementing new financial software which will give the library real-time access to its budget.

Staffing Update: A request to unfreeze the page position will be made soon. The County is doing a comprehensive review of all job descriptions.

The Valdese Library needs more space, which is an issue for both patrons and staff. A plan has been made to shift some areas which will improve workspace for staff.

Building Repairs: The Valdese Library is looking much better, thanks, in part, to the Master Gardeners, who have really spruced up the landscaping. Morganton has some lighting issues.

General Library Update: Wilson is finalizing a statistical library report for the State Library. The past year has seen a continuing upward trend. With less to spend on

collections it will be more difficult to continue to see large increases in circulation.

Wilson distributed a special handout about the Cole House project, prepared in part by trustee, Bakh Alam. The Library will be sending a proposal to the State Employees Credit Union for a matching funds grant for the Cole House. There has been a lot of good feedback concerning this project. The Cole House would provide another venue for programs. Alam drew up a site plan which includes an expansion for the Valdese Public Library as well.

The C.B. Hildebrand Public Library will increase its hours the middle of October. A full time staff position from Morganton will be moved to Valdese to allow two full-time staff to be at C.B. Hildebrand.

The Library continues to work on its Online Opportunity Hardware Grant for new computers. The County IT staff has them partially configured. More progress is expected in October.

Committee Reports: None

Unfinished Business: A Memo of Understanding has been sent to the County Commission about unspent moneys. Wilson has not yet gotten feedback from the Board chairman.

The Friends of the Library book sale will be held Saturday, September 26, 2009.

New Business: The next unofficial Library luncheon will be held at the Millstone Market October 20, at 11:30 a.m.

Adjournment: The motion to adjourn was made by Dottie Ervin and was unanimously approved. The meeting adjourned at 4:50 p.m.

The next meeting will be on Tuesday, November 17, 2009 at 4:00 p.m. at the C.B. Hildebrand Public Library. The date has been moved up due to the Thanksgiving holidays.

Respectfully submitted : Susan Keller