

Burke County Public Library
Departmental Trustees Meeting
November 17, 2009, 4:00 p.m.
Valdese Public Library

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

Mary Ellen Wiese called the meeting to order at 4:06 p.m.

Approval of Minutes: The minutes were not approved due to lack of a quorum.

Correspondence and
Communications: None.

Financial Report: Director Jim Wilson reported that the revenues are looking ok with the exception of fines and fees. He stated that revenues are down for fines and fees (\$2,500 or 17%). Still on pace to meet our projection but will not show an excess.

The book budget of \$60,000 has been allocated to staff at 50% until we see how the budget looks in January for the rest of the year.

The County has implemented MUNIS. Library does not direct access yet. Must travel to county office to use the system. Fiber should be connected soon.

Staffing Update: Still have plans to unfreeze the page position in the spring as we gear up for Summer Reading Program. The library completed a comprehensive review of all job descriptions as requested from the county HR department.

Building Repairs: Will be asking to have the balance of repair money put back in the budget. About \$15,000 is left.

General Library
Update: Wilson and trustee Bakh Alam have completed work on the SECU Foundation proposal for the Cole House. The proposal requests a \$175,000 matching grant. We should know if the proposal was approved sometime in January.

Wilson reported that the expanded hours at C.B. Hildebrand are going well. The staff and patrons are very pleased.

Committee Reports: None

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Unfinished Business: None
New Business: None
Adjournment: The meeting ended at 4:45pm

The next meeting will be on Tuesday, January 26, 2010 at 4:00 p.m. at the Morganton Public Library.

The next unofficial Library luncheon will be held at the home of Mary Ellen Wiese on Wednesday, December 16, at 11:30am.

Respectfully submitted : Jim Wilson