

Burke County Public Library
Departmental Trustees Meeting
March 23, 2010, 4:00 p.m.
Valdese Public Library

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

President Bakh Alam called the meeting to order at 4:00 p.m.

Approval of Minutes: No changes to the minutes from the January meeting and the special called meeting in February. The minutes were unanimously approved.

Correspondence and Communications: None.

Financial Report: Director Jim Wilson reported that he now has access to the new financial accounting system installed by Burke County, but in some aspects have not been updated since October 2009. He said the library's financials were in OK shape. Fines and fees revenues are down. All book money has been allocated.

Staffing Update: The library is in the process of hiring temporary staff for the Summer Reading Program. Payroll has now been fully transitioned from monthly to biweekly.

Building Repairs: Lights at the Morganton branch are now working except for a few. Heating in the front section is still being worked on, but the air conditioning is working throughout the building.

General Library Update: Circulation is up overall by 6 percent – a good sign Wilson said that things are picking up. Morganton is up 1 percent; Valdese by 8 percent and Hildebrand by 48 percent. However, computer usage is down by a little more than 5 percent. Closing due to bad weather probably account for the lower numbers. New patron registration is up 27 percent. The libraries registered 4,400 new patrons between July 2009 and February 2010.

Library staff is continuing registration efforts at the schools. All schools except Freedom High School – which may join next year – use Burke County's library card for students to use in the school libraries. The program is also in some middle schools.

Cole House Project: No word about money from State Employees' Credit Union Foundation.

Online Opportunity Hardware Grant: The library system is in its second year and it waiting to get the second installment of \$18,000.

Committee Reports: None

Unfinished Business: None

New Business: Director Wilson went over the FY 2010-2011 proposed budget. The budget has increased due to the higher cost of health insurance, higher cost of retirement contributions, and workman's compensation insurance is now a departmental rather than a county expense. Programs budget has been reduced by \$6,000. The County provides less than half and the rest is made up from the Friends and the Foundation. Trustee Dottie Ervin questioned the contributions from municipalities, especially Hildebran. She thinks the town's contribution should be more since the library has expanded hours. Mary Ellen Wiese made a motion to approve the proposed budget and Vickie Oxentine seconded. The motion passed.

Adjournment: The meeting adjourned at 4:45 p.m.

The next meeting will be on Tuesday, May 25, 2010, at 4:00 p.m. at the Hildebran Town Hall (note the new location).

Respectfully submitted : Anna Wilson