

Burke County Public Library
 Departmental Trustees Meeting
March 22, 2011, 4:00 p.m.
 Morganton Public Library

Trustees Present:	Bakh Alam, Johnnie Carswell, Melanie Mikusa, Vickie Oxentine, Mark Rostan, Mary Ellen Wiese, Gail Williamson, Reba Williams, and Anna Wilson
Trustees Absent:	Rose Ann Childres, Steve Settlemyer, and John Whisnant
Staff Present:	Jim Wilson
Chairman Bakh Alam called the meeting to order at 4:10.	
Approval of Minutes:	Minutes from previous meeting were approved.
Election of Officers:	The Nominating Committee presented its slate of officers. Gail Williamson made the motion to accept the officers as presented and Reba Williams seconded and the board approved. The officers are: Bakh Alam, Chairman; Vickie Oxentine, Vice Chairman; Mary Ellen Wiese, Treasurer; and Anna Wilson, Secretary.
Financial Report:	Director Wilson reported the library system's finances are in good shape. Revenue is coming in on schedule. He noted we will bring in less in E-rate funds due to a billing issue with the library's T-1 line. For this year only, the State Library is paying for interlibrary loan fees, saving Burke County between \$1,500 and \$1,800. He said the utilities line item is holding steady and should be fine for the rest of the year. The county has a new janitorial contract which will save the library around \$700 per month.
Staffing Update:	Two positions remain frozen – the 12-hour a week library page and full-time adult programming coordinator. Another staff member is on maternity leave. Duties have been divided up among remaining staff.
Facilities Update:	In Morganton, the front steps are still an issue. The Friends of the Library and the Library Foundation have donated \$2,000 to spruce up the Huffman Garden. The lights at Valdese and C.B. Hildebrand have been fixed.
General Library Update:	The drops in usage have leveled off now as far as computer use and circulation and may be on the upswing. He attributes the increase in circulation to new books. He thinks when the wireless system is installed the computer numbers will begin to rebound. Patron registration is up 24 percent from last year.
C.B. Hildebrand	The library has \$55,000 committed to the project. Wilson has been in

Site:	talks with Town of Hildebran to up its contribution. Currently, the town contributed \$2,000 a year. He said the library would need \$10,000 to \$12,000 to meet the costs of keeping up the new library. Wilson said the library is very fortunate to have the Friends and Foundation to help financially support different projects.
New Business:	The board welcomed two new members: Melanie Mikusa, Head of School at Morganton Day School, and Johnnie Carswell, who replaced the late Gene Huffman on the county commission and our board. Wilson also went over the FY11/12 budget he presented to the county. East trustee received a detailed copy. The library's proposed budget is \$1,220,830. This is \$11,500 less than the budget for FY 10/11. The budget takes into account an advisory from the State Library of North Carolina that instructed library systems to count on a 10 percent reduction in State Aid which for Burke County amounts to about \$15,000. Wilson commended his staff saying that even with reductions and frozen positions, the library will be able to maintain services and hours. Through cost savings and having the frozen positions remain vacant, Wilson said the library can absorb up to \$61,000 in reductions for FY 11/12. Reductions beyond that would mean looking to the book and programming budgets to make up the difference. In that case, Wilson said, he would ask the Friends and Foundation to help make up the difference. Wilson said he feels comfortable with this budget and he's tried very hard to be realistic. He's planned for contingencies. Mary Ellen Wiese made a motion to approve the budget and Vickie Oxentine seconded the motion. The motion passed unanimously. The board thanked Wilson for his work on the budget.
	The meeting adjourned at 5:02 p.m.
The next meeting will be held Tuesday, May 24, 2011, at 4 p.m. at the new Valdese Town Hall. Respectfully submitted by Anna Wilson	