Burke County Public Library
Trustees Meeting
July 26, 2011, 4:00 p.m.
Hildebran Town Hall

Trustees Present:	Bakh Alam, Johnnie Carswell, Rose Ann Childres, Melanie Mikusa, Vickie Oxentine , Mark Rostan, Mary Ellen Wiese, John Whisnant, and Anna Wilson
Trustees Absent:	Steve Settlemyer , Reba Williams, Gail Williamson
Staff Present:	Jim Wilson

Chairman Bakh Alam called the meeting to order at 4:01pm.

Approval of Minutes: Minutes from previous meeting were approved.

Financial Report: Director Jim Wilson went over the library's financial statements for May and June. He explained these statements would change slightly when all expenses for the fiscal year had been recorded. He said the library spent 96% of its budget during this fiscal year and he considers that a successful budget year.

Staffing Update: Two positions had been frozen and the county recommended that the Adult Program Coordinator/Foundation Executive Director position be eliminated in the FY 11/12 budget. The library asked that the county eliminate a Library Program Specialist position along with the frozen page position and allow the library to fill a revised Adult Program Coordinator position at a lower pay grade. Wilson said the adult program coordinator job will be posted soon and estimated it would be at least September 1 before the job is filled. A part-time employee in the children's division is leaving soon to attend UNCC.

Facilities Update: Wilson said the lights have been out again in the Morganton Public Library. He noted that county maintenance did some work on the front steps, but advised that the porch and its surroundings would need to be completely repaired in the next couple of years if not sooner. The Valdese branch is fine for now and the C.B. Hildebrand site has some lighting issues.

Wilson pointed out that Morganton is now having space problems, especially the North Carolina Room. Library staff have considered finding space to relocate portions of the adult nonfiction and fiction that circulate less to free up space to expand the North Carolina room. Another option would be relocating portions of collections to other sites, especially if C.B. Hildebrand can relocate to a larger site.

The lease for the C.B. Hildebrand Library is up next year. Currently, the library pays no rent but does pay for utilities and is responsible for maintenance and repairs. Wilson said he didn't think it was unreasonable for the library to pay $400 to $500 per month but says that rent should include costs for repairs and maintenance.

General Library Update:	Circulation is still down by 5.9%, Wilson reported. By site, that breaks down to -4.4% in Morganton, -5.2% in Valdese and -16% in Hildebran. Wilson expressed some concern that the drop at C.B. Hildebrand was so high. Computer usage is down 18.9% but registration is up 51%. Wilson said the book budget for last year was $50,000 and this year it may be less than $50,000 and there will be no supplemental income from the Library Foundation. He said he has encouraged the Foundation to increase its fund-raising events because he doesn't like to see circulation numbers dropping off and thinks it may be attributed to lack of new material. He cautioned that in the next fiscal year the challenges may be even greater to maintain the materials budget without reducing staff and hours. In other business, the library is looking at starting a Library Gold Card program where the number of benefits you receive increases by how much you contribute. The staff is working on what benefits to offer.
Wireless Internet Update:	The new wireless internet connection is very close to being finished. The hardware has been installed but there are some glitches to be worked out before opening it to the public.
Summer Reading Program Update:	The very successful Summer Reading Program concluded the week of this meeting. Wilson will have a complete report at the next meeting. Wilson said the library is going ahead with its "Burke Reads" project to get the community involved in reading "Fahrenheit 451" by Ray Bradbury. The Library Foundation is buying 500 paperback editions. The event will start the last week in September and will have numerous activities associated with it. So far, the project has received support from Morganton Day School, Western Piedmont Community College, Literacy Council, and Burke County Public Schools. The library will have booths at the Historic Morganton Festival, Waldensian Festival and Hildebran Heritage Festival announcing the event and selling used books.
FY 2011-2012 Budget Update	Wilson said he usually has to make adjustments to the budget after July 1 and the adjusted book figures will give the library a balanced budget. The budget will be posted on the library's website. The meeting adjourned at 5:05 p.m.

The next meeting will be held Tuesday, September 27, 2011, at 4 p.m. at the Morganton Public Library.

Submitted by Anna Wilson