

Burke County Public Library
Departmental Trustees Meeting
July 24, 2012, 4:00 p.m.
Morganton Public Library

Trustees Present: John Cantrell , Johnnie Carswell, Rose Ann Childres, Deborah Ferris,
Frances Hildebran, Mark Rostan, John Whisnant, Reba Williams

Trustees Absent: Bakh Alam, Melanie Mikusa, Gail Williamson, Anna Wilson

Staff Present: Jim Wilson

Chair Mark Rostan called the meeting to order at 4:03 p.m.

Approval of Minutes: Motion to approve by John Cantrell, second by John Whisnant,
approved by the board.

Correspondence and
Communications: None.

A. Financial Report: Library Director, Jim Wilson, reported that all revenues for FY 11/12
came in as projected. The library took in \$42,720 in fines and fees. The
projection for this was \$40,000.

He noted that all expenditures for FY 11/12 were ok and that the FY
12/13 budget had been approved. He also mentioned that the library may
receive an additional \$3,700 in state aid for FY 12/13.

B. Personnel Report: Wilson said he would be scheduling a time with the county manager and
the human resources director to discuss options for a reallocation of
resources from staff to books. This would likely be for FY 13/14.

Trustees discussed this issue in light of the current and past materials
budgets as well as some of the recommendations in the Springsted
report. Wilson noted that library personnel expenditures are at the higher
end of the range in comparison to other public libraries in the state. A
primary reason for this, he said, was that our library does so much
programming and that requires staff. Wilson said while the budget may
get better in the next few years, revenues will not be sufficient for
significant improvements in the materials budget. He said he would plan
to recommend reducing staff and reallocating those resources to the
book budget. Wilson said he would like to see such a process free up
\$50,000 more for the book budget. He said the goal he will keep in mind
in looking at this option is to maximize the impact on the book budget
while minimizing the impact on hours, services, and programs.

C. Facilities Report: Wilson reported that the library was having issues with its telephone
system. He noted that that FY 12/13 budget has funds which can be used

to repair or replace the system. He will discuss how to proceed with the county IT Director, Steve Bennett.

Wilson stated that Burke County and the City of Morganton had approved \$47,500 in capital funds to repair the front porch and steps at the Morganton Public Library. He said the entrance will need to be handicap accessible due to the extent of the work. County and City staff will be developing designs for the repairs and the ramp/s. Wilson noted the project would budget funds for automatic door openers for the front door and the inside door.

D. General Library
Report:

Wilson reported that circulation continued to decline. For the current year, circulation is down 5.4% from 221, 979 to 210,095. Circulation is down 12% over the last two years, Wilson said.

Morganton circulation was down 5.7%. Valdese was down 4.5%. C.B. Hildebrand was off 4.3%.

The decline in computer use, Wilson noted, has stabilized and was down 5.6% from 34,456 to 32,536. Usage levels are back to pre-recession levels he said.

Patron registration, Wilson said, continued to go up. For the year it was up 24% from 5,062 to 6,290.

Wilson stated that programs continue to be a strong area for the library. Preliminary numbers show the number of programs increased by 5.8% from 1,104 to 1,168. Program attendance was also up, he said, by 4.4% from 24,714 to 25,811.

Wilson said the “Most Wanted Books List” in the newspaper each week had brought in more than 115 high demand titles. Summer Reading programs were wrapping up, he noted, and fall programs would begin once school was back in session.

He also mentioned that Burke Reads had chosen “The Great Gatsby” for the community read this year.

E. Capital Campaign:

Wilson said the Expanding Possibilities Capital Campaign was underway and had taken in \$40,000 in donations and pledges so far. He encouraged trustees to make a contribution.

F. LSTA Grant
Report:

Wilson said the library had received an LSTA grant from the State Library of North Carolina that would provide 18 new PCs and 2 new printers for the Valdese Public Library. Wilson said the county

commissioners will be asked to accept the grant at their August 7 meeting.

Unfinished Business: None.

New Business: None.

Adjournment: Meeting adjourned at 4:50 p.m.

The next meeting will be held Tuesday, September 25, 2012, at 4 p.m. at the Morganton Public Library.

Submitted by Jim Wilson