

Burke County Public Library
Departmental Trustees Meeting
September 25, 2012, 4:00 p.m.
Morganton Public Library

Trustees Present: Bakh Alam, John Cantrell, Johnnie Carswell, Rose Ann Childres, Frances Hildebran, Mark Rostan, John Whisnant, Reba Williams, and Anna Wilson

Trustees Absent: Deborah Ferris, Melanie Mikusa, and Gail Williamson

Staff Present: Jim Wilson

Chairman Mark Rostan called the meeting to order at 4:01 p.m.

Approval of Minutes: Minutes approved.

Correspondence Director Jim Wilson said he had received a letter of resignation from Trustee Melanie Mikusa. She is earning her doctoral degree and many of her classes will fall on Tuesdays. This leaves a Morganton vacancy on the board. Anyone interested in serving can go to the Burke County website and download an application.

A. Financial Report: Wilson said the library's finances are in good shape, but he apologized for not having a formal report due to the county computer system being down.

B. Personnel Report: Wilson said the library has two vacancies. Linda Swann, senior library programming specialist, is retiring at the end of September. Amber Mason has been promoted to that position, leaving Mason's job as library assistant open. Kimberly Green has left the library and Lizzie Whisnant, currently a part-time page, has been chosen for the full-time position as library assistant in children's room. Lizzie has been a volunteer at the library since she was 11 years old. The library page position is now open.

C. Facilities Report: Wilson reported that the entrance to the Morganton Public Library needs to be handicap accessible. The City of Morganton is helping with the design. At a minimum, the entrance needs one ramp. Wilson showed the trustees three schematics of a renovated entrance. He also would like to see both sets of entry doors equipped with automatic door openers. The steps will be removed and replaced. There were some concerns about the boxwoods along the front entrance that have been there since at least 1943. The selected design will depend on the budget which is \$47,500. Trustee John Cantrell suggested talking to the contractors building the new hospital at Broughton. The contractors had approached the city about doing a community service project while they are working in the community. However, they won't be available until the spring and Wilson said the project needs to be completed as soon as possible.

D. General Library Report: Circulation numbers continue to drop and are down 7% compared to same time last year. Of most concern is C.B. Hildebrand which dropped 26%. Computer usage is up almost 5%. Patron registration is up 24%.

Patrons attending programs continues to increase. Wilson said the Burke Reads program will kick off September 30 with the community reading *The Great Gatsby*.

The library will begin a new collection program in 2013 that will ask businesses to buy books matched to their business. For instance, an accounting firm may purchase money management books. Participants will receive a customized bookplate.

E. Capital Campaign: The capital campaign to fund the Cole House began in June. It has raised \$60,000 from fewer than 50 donors. In mid-October, the library will send out mailings to other prospects.

F. LSTA Grant Report: The County Commission approved a grant to purchase 18 new computers and two new printers for Valdese. The library will be teaching some computer classes at the Computer Center in Valdese, located behind McDonald's.

Meeting adjourned at 4:46 p.m.

The next meeting will be held Tuesday, November 27, 2012, at 4 p.m. at the Valdese Town Hall.

Submitted by Anna Wilson