

Burke County Public Library
Departmental Trustees Meeting
May 28, 2013, 4:00 p.m.
Valdese Town Hall

Trustees Present: Bakh Alam, John Cantrell, Frances Hildebran, Mark Rostan, John Whisnant, Reba Williams

Trustees Absent: Johnnie Carswell, Rose Ann Childres, Deborah Ferris, Debbie Hodges, Gail Williamson, Anna Wilson

Staff Present: Jim Wilson

Chair Mark Rostan called the meeting to order at 4:05 p.m.

Approval of Minutes: A motion to approve the minutes of March 26, 2013 was made by John Cantrell, seconded by Frances Hildebran, and approved by the board.

Correspondence: None.

Director's Report

A. Financial Report: Library Director Wilson reported that all revenues are coming in as expected with the exception of fines and fees which are running behind by almost \$2,000. He noted the library has taken in enough extra revenue to make up for this shortfall if it continues. To date, the library has taken in \$35,204 of the \$42,000 projected in fines and fees.

Wilson noted that State Aid is up for the current year from the original projection by \$16,414. The final figure will be \$144,414. The Governor's budget included a 4.8% decrease in State Aid for FY 13/14. House and Senate budgets do not include any cuts to State Aid.

B. Personnel Report: Information Services Librarian, Page Andersen, Wilson said, has been out on maternity leave since the end of April but has been working part-time which has been very helpful. Wilson said NC Room Curator, Gale Benfield, was out on leave due to a hip replacement and will be out for several weeks. He also mentioned a final decision will be made about the vacant/frozen part-time Library Assistant I position once the FY 13/14 budget has been approved.

C. Facilities Report: Wilson said the project is complete with the exception of the installation of the automatic door openers and the rails on the street steps. Wilson said this should be done soon. He said the repairs to the planter in the Huffman Garden are underway and should be complete in the next couple of weeks. The Library Foundation will pay for these repairs. Wilson also said he had asked county maintenance to fill in the gaps in the patio stones in the Huffman Garden.

Valdese and C.B. Hildebrand sites have no major issues.

D. General Library
Report:

Wilson stated that for July through April, total circulation decreased by 10.9% (9.2% when adjusted for Morganton's closed week). Morganton is down 6%; Valdese by 20.3% and C.B. Hildebrand by 20.5%.

Computer usage was down 11.6% for the year (9.8% when adjusted for Morganton's closed week) from 27,141 to 23,978.

Patron registration, he said, continues to be strong. Registration and renewals are up 14.6% for the year from 4,437 to 5,083.

Wilson stated that from July to April for both last year and this year patron requests for materials averaged 1,360 per month. He said this indicates a strong demand for reading materials.

Wilson then reported on various library activities including the Youth Services Wellness series for Kids/Parents, World Book Night activities, the ASU Steel Drum band performance, the Taste of Culture event, and Summer Reading Programs.

E. Cole House:

Wilson noted the capital campaign for the Cole House project will run through June 2013. So far, the campaign has raised \$300,000 of the \$450,000 needed to complete the project. Wilson said there are some good prospects for additional donations.

F. Technology
Report:

The new computers and printers have arrived for the Valdese Public Library. The Horizon SaaS system, he said, continues to work well especially for C.B. Hildebrand. The new phone system still has a couple of bugs that IT is working to fix. Also, Wilson noted, over the next few months, new computers would be installed at all sites.

Unfinished
Business:

None.

New Business:

None

The meeting was adjourned at 4:36pm.

The next meeting will be held Tuesday, July 23, 2013, at 4 p.m. at the Hildebran Town Hall.

Submitted by Jim Wilson, Library Director