

Burke County Public Library
Departmental Trustees Meeting
September 23, 2014, 4:00 p.m.
Valdese Town Hall

Trustees Present: John Cantrell, Johnnie Carswell, Les Cothren, Judy French, John Whisnant, Reba Williams, Gail Williamson

Trustees Absent: Deborah Ferris, Frances Hildebran, Debbie Hodges, Anna Wilson

Staff Present: Jim Wilson, Library Director

Board Chair, Reba Williams called the meeting to order at 4:00 p.m.

Approval of Minutes: A motion to approve the minutes of July 22, 2014 as presented was made by John Cantrell, seconded by John Whisnant, and approved by the board.

Correspondence: None.

Director's Report

A. Financial Report: Library director, Jim Wilson, stated that the revenues are coming in fine right now including fines and fees. He said the library will start collecting the annual technology fee once all the new computers are up and running.

Wilson said expenditures are all on track and that he will file soon for the library E-rate reimbursement. Wilson mentioned that he had filed all of the state aid forms. He noted that the library had met its MOE (Maintenance of Effort) and expected little or no change in the amount of state aid received.

The Library Foundation, Wilson told the board, had received a \$1,000 donation to purchase the New York Times Daily edition and a \$3,000 donation for a three year subscription to the Value Line Investment Survey.

B. Personnel Report: Wilson noted that the vacant NC Room Curator position has been filled. The library hired Laurie Johnston, media coordinator at Drexel Elementary School, to fill the position. Johnston, Wilson said, did her internship with the library a couple of years back and has a strong background and interest in local history and genealogy.

C. Facilities Report: Wilson told the board about the Lowe's Heroes Project to take place at the Morganton Public Library on Saturday, September 27. Lowe's staff will be onsite to do some landscaping, painting, and mulching. They will provide about \$2,500 of services /materials free of charge for this

project.

Wilson told about some of the issues he has seen going on behind the Morganton Public Library including drinking and drug use. He asked the board what they would think about the idea of fencing this area in to restrict access. The board asked Wilson to contact Morganton Public Safety about increasing patrols of this area and see if that helped. Wilson said he would do this and update the board at the next meeting.

Wilson said he has asked the county to patch the hole where raccoons have been getting into the attic at the Morganton Public Library. A wildlife trapper has removed five raccoons.

Wilson noted there were no major issues at present at either the Valdese or C.B. Hildebrand sites.

D. General Library
Report:

Wilson reported the following related to library performance for the period July, 2014 through August 2014:

- A. Total circulation is down by 6% from 40,324 to 37,896 (Down 8.6% last year).
- B. Morganton circulation down 11.6% (-10%). VPL circulation down 13.4% (-3.5%). CBH was up 20.6% (-10.6%).
- C. Computer use will be updated after all the new computers are installed.
- D. Computer Use – 25,674, (2001), 32,159 (2002), 33,343 (2003), 31,032 (2004), 28,381 (2005), 27,267 (2006), 31,630 (2007), 44,458 (2008), 45,925 (2009), 38,122 (2010), 32,153 (2011), 31,209 (2012), 26,597 (2013)
- E. New patron registration and renewals up 25.9% from 999 to 1,258
- F. Average requests per month was up 4.5% from 1,862 to 1,946
- G. Programs – will have 6 month report in January

He said the E-iNC digital book library had registered 424 users with an average circulation per month of just over 600.

Wilson said this year's Burke Reads community reading program will center on "The Book Thief." The Library Foundation has purchased 300 copies of the book to be given away to participants and will host a

number of programs about the book during October.

E. Cole House: Wilson said pledges continue to be fulfilled at a very high rate – 99.3%. He said a contract has been signed with an architect – Bakh Alam, Morganton architect and former library trustee. The architect and engineering fee is less than 5% of the total budget. Typically this would be 8% to 12%, Wilson said. The next phase, Wilson said, is to develop the plans and the bid package.

F. Technology Report: Wilson said he is working with the IT staff to get all of the new staff/public computers and printers installed at each library site. C.B. Hildebrand has been finished and is working well. Wilson said they are about 2/3 complete in Morganton. After that, he said, they will finish up at Valdese. He said they hope to be done by the middle/end of October.

Unfinished Business: None.

New Business: None.

The meeting was adjourned at 4:40 pm.

The next meeting will be held Tuesday, November 25, at 4:00pm at the Hildebran Town Hall.

Submitted by Jim Wilson, Library Director