

Burke County Public Library
Departmental Trustees Meeting
January 27, 2015, 4:00 p.m.
Morganton Public Library

Trustees Present: Les Cothren, Judy French, Frances Hildebran, John Whisnant, Reba Williams, Gail Williamson

Trustees Absent: John Cantrell, Johnnie Carswell, Deborah Ferris, Debbie Hodges

Staff Present: Jim Wilson, Library Director

Board Chair, Reba Williams called the meeting to order at 4:02 p.m.

Nominating Committee: Library Director, Jim Wilson, reported on behalf of the nominating committee. Wilson said the nominating conducted their business via email. All of the current officers have agreed to serve another term and Les Cothren has agreed to be considered for the position of secretary. Current officers are: Reba Williams, chair; John Whisnant, vice-chair; and Gail Williamson, treasurer. The secretary position is vacant as Anna Wilson did not request to be reappointed to the board as her job commute prevents her from attending meetings. A motion to accept the current officers and Les Cothren as secretary was made by Frances Hildebran and seconded by Les Cothren. No further nominations were made and the motion was approved by the board.

Approval of Minutes: A motion to approve the minutes of November 25, 2014 as presented was made by John Whisnant, seconded by Gail Williamson, and approved by the board.

Correspondence: None.

Director's Report

A. Financial Report: Library director, Jim Wilson, said that revenues are coming in ok. Fines and fees have been helped by the collection of the annual technology fee which started in December, he said. Wilson noted that 516 users had paid their technology so far.

Wilson said expenditures are all on track and that he will file soon for next year's e-rate reimbursement program.

Wilson said county department heads will make budget presentations to the commissioners on Friday, February 27.

B. Personnel Report: Wilson noted that there are currently no staff vacancies at the library. He did mention several library staff have been out sick with the flu or respiratory issues. Wilson spoke to the board about the recent death of former Burke County Public Library director, Steve Farlow. Frances said how much she had enjoyed working with Steve and what a great director he had been. Jim mentioned how hard Steve had worked to improve the library including automation, the emphasis on programming, and the major renovation at Morganton. He said Steve will be missed very much especially by current library staff who had worked with him.

C. Facilities Report: Wilson said he had seen the city working on the lines near the library to resolve the flooding issues. Hopefully, this will resolve the issue.

Wilson also said two HVAC units at the Morganton Public Library had been repaired and were working well. With the exception of one HVAC unit, all of the other units were installed in 2000.

Wilson said there are still issues going on behind the library. He said he continues to find evidence of drinking. He has picked up numerous beer bottles. Wilson said he has asked county general services to install no trespassing signs and, per Mr. Carswell's request, to get an estimate on a fence.

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

Wilson did mention to the board that the Town of Hildebran had approved the demolition of the old Hildebran school adjacent to town hall. The library had looked at this site several years ago as a possible site to relocate the library.

Wilson also shared information about the old Bridgewater School, located near Lake James. Wilson said a researcher and descendant of the Corpening family who was instrumental in starting the school had suggested a possible use of the building could be for a senior center, library, or community center. Wilson said he had only seen pictures of the building and was not sure how large the building was or of the building's current condition.

D. General Library Report: Wilson reported the following related to library performance for the period July, 2014 through December 2014:

- A. Total circulation is down by 2.8% from 89,276 to 91,752 (Down 4.2% last year). Includes 4,386 from E-iNC.

- B. Morganton circulation up 1.2% (-5.7%). VPL circulation up 1.1% (-6.8%). CBH was up 22.9% (17.4%).
- C. Computer use – up 2.2% from 14,745 to 15,071.
- 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), 27,043 (2014)
- E. New patron registration and renewals up 29.8% from 2,544 to 3,301.
- F. Requests were down 2.1% from 8,186 to 8,015.
- G. E-iNC – 539 users with 731 in monthly circulation.
- H. Programs – 553 programs with 11,917 in attendance.

Wilson said the Library Foundation had conducted a strategic planning session with consultant Suzi Berl.

He also said library is very busy planning summer reading programs. The library will be using online registration this year.

Wilson said the library will apply for an LSTA Panning Grant to hire a consultant to help with its next five year plan from 2016 through 2020.

The library, Wilson said, is working with the City of Morganton on a Picture Burke exhibit at city hall and also providing photos to be used on display in downtown buildings during the Main Street conference in March.

E. Cole House:

Wilson said pledges continue to be fulfilled at a very high rate – 99.3% and that the Library Foundation is very pleased with this. Wilson said the County and the Town of Valdese will resolve the property issue at the February meetings. This will result in the two properties being combined. The architect continues to work on the site plan and getting things together for the bid package. Wilson said he has three quotes for the asbestos removal. He will proceed with this once the county has put money in his budget for the Cole House. Once the asbestos is removed the BRIDGE crew supervisor said they could help with the demolition.

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F. Technology

Report:

Wilson said all of the new public computers and printers have been installed at all sites. He said there are still some staff computers to be installed at Valdese and some additional network cabling to be done at Morganton and Valdese. The equipment to install wireless Internet at Valdese and C.B. Hildebrand has been purchased.

Unfinished

Business:

None.

New Business:

None.

The meeting was adjourned at 4:40 pm.

The next meeting will be held Tuesday, March 24, at 4:00 pm at the Morganton Public Library.

Submitted by Jim Wilson, Library Director