

Burke County Public Library
Departmental Trustees Meeting
September 22, 2015, 4:00 p.m.
Morganton Public Library

Trustees Present: John Cantrell, Johnnie Carswell, Les Cothren, Judy French, Frances Hildebran, Marilee Stettler, John Whisnant, Sherry Willard, Gail Williamson

Trustees Absent: Joan Rovenstine, Reba Williams

Staff/Guests Present: Jim Wilson, Library Director
Scott Carpenter, Deputy County Manager/Planning Director

Board Vice-Chair, John Whisnant called the meeting to order at 4:05 p.m.

Approval of Minutes: A motion to approve the minutes of July 28, 2015 as presented was made by Frances Hildebran, seconded by John Cantrell, and approved by the board.

Correspondence: None.

Director's Report

A. Financial Report: Jim Wilson, library director, reported overall revenues for FY 15/16 were fine. Fines and fees are coming in slightly ahead of schedule, he said.

He also noted that in coming years the e-rate reimbursement will likely be less as the program is changing its emphasis to broadband Internet services. Rates for reimbursement for regular local and long distance phone service are being reduced for the coming year from 80% to 50%.

Wilson said some changes have been made to the phone/Internet providers for Valdese and C.B. Hildebrand libraries that will result in savings of around \$400 per month.

The library's State Aid packet and MOE (Maintenance of Effort) forms have been submitted to the State Library, Wilson noted. Wilson said the library had met its MOE for the current fiscal year.

B. Personnel Report: Wilson said Irina Fein was hired for the part-time Page position in the children's room at the Morganton Public Library. She started in mid-August, he said. Wilson said that Ashlyn Alberty, part-time library assistant at Valdese, will be looking for full-time employment as a dental assistant now that she has completed her education.

C. Facilities Report:

Wilson said the Friends of the Library plan to have some bookcases made so they can have a larger area near the front entrance at Morganton to sell books.

Wilson said the C.B. Hildebrand Public Library will move to its temporary site by the end of October. He said he has spoken with Keith Farris in General Services about what needs to be done at the temporary site to make it ready. Wilson said he will meet with the county manager on Thursday to talk more about the move to the temporary site.

Wilson said he has a meeting with the architect for the new senior center/library in Hildebran on Friday to discuss the floorplan for the library.

D. General Library Report:

Wilson reported on the library's performance during FY 14/15 –

- A. Total circulation is up by 2% from 183,801 to 187,503 (Down 6.2% last year). Horizon and E-iNC
- B. Morganton circulation up 0% (-6.4%). VPL circulation up 1.6% (-5.7%). CBH was up 17% (-6.6%).
- C. Computer use – up 1.4% from 29,269 to 29,679
- 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 23% (19.7%) from 4,532 to 5,581.
- F. Requests are roughly the same 15,938 to 15,623.
- G. E-iNC – 700 users with average 840 uses per month.
- H. Programs – For FY 14/15 – 1,193 programs (18th in the state) with 25,585 in attendance (18th in the state). 14th in state in per capita attendance.

E. Cole House:

Wilson said the second round of bidding was yesterday. The low bid, he said, was \$1,160,650 for the base bid plus \$134,900 in alternates for a total of \$1,295,550. Wilson noted this was nearly three times the amount available for the project -- \$450,000.

Wilson said he would meet next week with the architect to discuss

options. He said they can negotiate with the low bidder for a better price.

Pledges for the project, he said, continue to come in at over 99%.

F. Technology
Report:

Wilson said all of the public and staff computers have been upgraded to MS Office 2013. Wilson gave an overview of the computer classes the library will offer in the fall.

Unfinished
Business:

None.

New Business:

None.

The meeting was adjourned at 4:43 pm.

The next meeting will be held Tuesday, November 24, at 4:00 pm at the Valdese Town Hall.

Submitted by Jim Wilson, Library Director